Computer and Internet Use Rules of Conduct

Customers are required to comply with the library's policies and rules of conduct on computer use and the Internet. A copy of the Library's Policy on Computer and Internet Use is available upon request. At each log-in, library computer users must complete a click-through agreement acknowledging they have read and agree to the Rules of Conduct.

General Information

The Library provides public access to a variety of networked electronic resources including the Library catalog, magazine and newspaper indexes and other databases and the Internet. Additionally, customers have access to a variety of software products and tutorials.

The library filters using an Adult Material category that includes "sites that display full or partial nudity in a sexual context, but not sexual activity; erotica; sexual paraphernalia; sex-oriented businesses as clubs, nightclubs, escort services; sex-oriented classified ads and forums" and "sites that depict or graphically describe sexual acts or activity" in the adult and youth areas. In addition, the youth area filters for nudity, chat protocols, Facebook and YouTube.

In the adult area of the library, 13 to 17-year-olds have adult-filtered access to the Internet unless a parent or legal guardian requests that only youth-filtered access be allowed. Children 12 and under have youth-filtered access to the Internet in the adult area unless a parent or legal guardian requests that adult-filtered access be allowed. Parents also have the option to deny their child, under age 18, all access to the Internet. This does not deny the child access to the library online catalog, Microsoft Office products or library subscription databases.

The Youth Services area provides youth-filtered access to children, their parents and legal guardians, adults who work with youth and post-high school students in youth-related fields of study. In addition, youth-filtered access only is provided to 13 to 17-year-olds in the Young Adult Lounge on the second floor.

The Internet is not always a secure environment. Customers handling financial transactions or other activities that require confidentiality do so at their own risk. In general, electronic communication is not absolutely secure and is subject to outside intervention. It is also subject to monitoring by network administrators in the usual performance of their duties.

The library reserves the right to set rules for the use of computer workstations as necessary. Customers violating these rules will be asked to discontinue such activities and/or leave the library. Criminal activity by a customer will be immediately reported to the police. In the case of children, parents may also be informed of unacceptable behavior.

Rules of Conduct

All computer users are expected to use the electronic resources of the library in a responsible manner that includes, but is not limited to, the following rules of conduct:

1) Each computer user must log in with the MORE library card that he or she was issued. Logging in using another customer's name and library card number, with or without permission of the cardholder, is not permitted.
2) A cardholder who has a current library card, but does not have it in his or her possession when visiting the library, may get a one-time pass at Circulation Services to use the Internet if identification is verified. A visitor who does not have a MORE library card may receive an Internet guest pass, also available at Circulation Services.
3) Customers whose delinquent library accounts are sent to the library's collection agency service are denied access to the library's Internet services until their collection service agency account is closed. Exceptions to this need the approval of the Circulation Manager.
4) Computer users must comply with time limits. Time use on library computers is monitored by software. Customers are allowed 60 minutes of use that automatically extends to 120 minutes if no other customers are waiting. Customers are allowed a total of 120 minutes of computer workstation use per day.
5) Customers may print up to 10 pages free of charge per day. There is a 10-cent charge for every page over 10. Payments for printing charges may be made at the Circulation Services desk. Customers who do not pay for their printing will be given a warning for a first offense. On a second occasion, they will lose Internet privileges for a week; the third time for two weeks. More drastic action may be pursued if the violation of policy continues.
6) Each computer workstation is intended for use by one individual at a time; however, more than one person may sit or work together at any one computer if they are not blocking access to other computers or library materials or disrupting computer use by other customers.
7) Cell phone use and conversations in the public computer area are expected to be kept at a minimum.
8) Computer resources must be used for educational, informational or recreational purposes only, not for unauthorized or unethical purposes. Computer users are expected to respect the privacy of others by not misrepresenting oneself as another user.
9) Computer users may not attempt to modify or gain access to files, passwords or data belonging to others, or seek unauthorized access to any computer system.
10) Use of computer communications facilities in ways that tie-up, interfere with or impede computer use of others will not be tolerated.
11) Computer users are required to surrender their use of a computer when requested to do so by Library staff.
12) Illegal use of computer resources is prohibited. Examples of illegal use include, but are not limited to, the following:

    a) Attempts to alter or damage computer equipment, software configurations or files belonging to the Library, other users or external networks; attempts to gain unauthorized entry to the Library's network or to external networks; attempts to make changes to the setup or

configuration of the software or hardware; mishandling, damaging or attempting to damage computer equipment or software; tampering with computer settings; and overuse of printing facilities, processing or bandwidth capacities.

b) Intentional propagation of computer viruses.

c) Violation of software license agreements.

d) Transmission or reception of speech not protected by the First Amendment such as libel, obscenity and child pornography.

e) Viewing material that violates federal, state or local laws or regulations, including those regarding accessing, viewing, printing and distributing obscenity or child pornography, nor engaging in any activity that is deliberately offensive or creates an intimidating or hostile environment.(Note: privacy screens are available on most Internet computers. However, these screens cannot prevent other library users from seeing what you are viewing. The Library expects that computer users remain sensitive to the library being a public environment shared by people of all ages.)

13) Any other violation of the Internet Use policy and these rules of conduct will not be tolerated.

Wireless Access

Free unfiltered wireless Internet access is available at the Library. Customers are cautioned that security for personal data and wireless devices rests solely with the owner of the wireless device.

- The Library assumes no responsibility for the safety of customers' equipment or for any damage that might occur to customers' computer configurations or data files resulting from connection to the Library's wireless access.
- Library staff can only offer basic assistance in getting started with the wireless network; staff members are not trained to assist with troubleshooting problems with customers' personal devices.
- Library power outlets may not always be available. The Library does not guarantee that customers will be always able to make a wireless connection.
- Customers wishing to print materials are directed to use the Library's wireless printers.
- Customers will refrain from blocking aisles with electrical and other cords and will move upon request of the Library Staff.

Violation of the policies and regulations that govern the use of the Library's Internet resources may result in suspension or loss of the privilege to use these resources. Any illegal activity involving the Library's Internet resources will be subject to prosecution by the appropriate authorities. Thank you for reading and following our procedures and policies.

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