

Presque Isle Community Library	
Title:	Internet Use and Equipment Policy and Agreement
Original Adoption Date:	October 14, 2014
Suggested Review Cycle:	Every 3 years
Revision Date(s):	May 10, 2016

PURPOSE: The Board of Trustees has established the Internet use policy to ensure appropriate and effective use of this resource.

POLICY: The Presque Isle Community Library provides access to the Internet to all patrons as a means to enhance information and learning opportunities; however, this service may be restricted at any time for use not consistent with the guidelines.

GUIDELINES:

- 1) Internet use:
 - a) The Internet at the Presque Isle Community Library is unfiltered. We ask that patrons be sensitive to the appropriateness of the content. The Library Director has the authority to decide on the appropriateness of content.
 - b) Users may use the Internet for research and the acquisition of information to address their educational, vocational, cultural, and recreational needs
 - c) Users may use the Internet for the receipt and transmission of electronic mail (e-mail) as long as they use a free e-mail service which will establish and maintain an account for them; the library is unable to manage e-mail accounts for any organizations or individuals
 - d) Users will respect and uphold copyright laws and all other applicable laws and regulations; they will not use it for illegal purposes
 - e) Users will respect the rights and privacy of others by not accessing private files
 - f) Users shall not create and/or distribute computer viruses over the Internet
- 2) Library Computers:
 - a) Patrons are required to sign in at the Presque Isle Community Library's circulation desk prior to use of library computers.
 - b) Computer use is offered in forty-five (45) minute sessions on a first-come, first-served basis; each user is allowed one session--if there is no patron waiting for the service at the end of a session, the user can have another session, but once having had the service for 45 minutes the user should abandon use of the Internet if another patron requests use of the service
 - c) Users shall not deliberately or willfully cause damage to computer equipment, programs, or parameters
 - d) Prints and copies are \$.10 per black and white page. Color copies are more, cost is the discretion of the library staff.

- 3) Free Public Wi-Fi: This service is free of charge and subject to the terms and conditions of use as follows:
 - a) Wireless access is provided as a public service free of charge on an as-is basis with no guarantee and no warranty. The library's wireless network is subject to periodic maintenance and unforeseen downtime.
 - b) Information passing through the library's wireless access is not secured and could be monitored, captured, or altered by others.
 - c) The library assumes no responsibility for the safety of equipment.
 - d) At its sole discretion, the Presque Isle Community Library may terminate this public service at anytime without prior notice.
 - e) Wireless printing is available. Ask library staff for guidance.
 - f) Any attempt to circumvent library procedures or any unauthorized attempt to access or manipulate library equipment will result in permanent disconnection from the library's Wi-Fi network.
- 4) Minors
 - a) Parents of minor children must assume responsibility for their children's use of the library's Internet service.