

## **SECTION X**

### **INTERNET POLICY**

#### **The Internet:**

- \* The Manteno Public Library has no control of the Internet and its resources, and assumes no responsibility for the quality, accuracy, or currency of any Internet resource.
- \* Information from the Internet may contain controversial material.
- \* Patrons may not use personal software or alter or attach equipment to the library's hardware.

#### **Staff Assistance:**

- \* Staff provides limited assistance for basic start up procedures.
- \* Staff will assist patrons as time permits but cannot offer personal instruction.

#### **Internet Use:**

- \* The Internet computers will be used on a first come, first served basis.
- \* There is a 1 hour time limit on the Internet computers, which may be extended if no one is waiting.
- \* Patrons under the age of 18 must have their parent/guardian come into the library to sign a permission slip.
- \* Patrons under the age of 11 must be accompanied by a parent or guardian.
- \* Patrons must sign in with the circulation staff before using the Internet computers.
- \* The Director has the authority to limit Internet/Computer use on an individual basis.+

#### **Printing & Downloading:**

- \* A printer is available for patron use at 10 cents per page.
- \* Patrons may download to preformatted disks.
- \* Patrons must provide their own disks.
- \* The library is not responsible for any loss or damage to personal disks when downloading.
- \* Patrons may not use personal software or alter or attach equipment to the library's hardware.

#### **Chat Rooms:**

- \* The library does not offer electronic mail accounts, Internet Relay Chat Rooms or Newsgroups.

#### **Ethical Use:**

- \* Internet computers may only be used within the guidelines of acceptable use.
- \* Unacceptable uses include, but are not limited to: harassment of other users; libeling or slandering other users; destruction of or damage to equipment, software, or data belonging to the library or others; disruption or unauthorized monitoring of electronic communications; or unauthorized copying of copyright-protected material.

+ amended February 17, 2009