

# Streator Public Library

## INTERNET AND COMPUTER USE POLICY

The Streator Public Library strives to develop collections, resources and services that meet the cultural, educational, and informational needs of our community and which respond to advances in technology.

The Streator Public Library reserves the right to monitor and exercise any appropriate measures over patrons' use of computer or the internet to reasonably ensure compliance with library policies. The library reserves the right to classify any action, access or operation on our computers or the internet as inappropriate. The library may suspend or revoke computer and/or internet use privileges if a customer fails to comply with the following use guidelines.

- Public access computers and wireless internet access may not be used to access pornographic materials.
- Public access computers and wireless internet access may not be used for any purpose that violates U.S. or State laws, including copyright laws.
- Other illegal or unacceptable uses include, but are not limited to bullying, harassment; libel or slander; solicitation; accessing websites that are harmful to minors or depict child pornography; and unauthorized monitoring of electronic communications.
- Computer and wireless users must comply with the library's Patrons' Code of Conduct, Unattended Children Policy, and all other applicable library policies.

The Streator Public Library may exercise any appropriate measures necessary to protect our computer systems.

- Computer and wireless users may not interfere with or disrupt network user, services or equipment.
- Propagation of computer viruses and worms, hacking, and using the network to make unauthorized entry to any other machine accessible via the network are all prohibited.
- Any personal software requiring either administrator access to install, or a reboot of the computer, may not be used on any library computer.
- Library equipment may not be disconnected from data ports except by authorized library staff, and library patrons may not plug their own devices into data ports.
- The library is not responsible for any problems that may occur when using library computers, including loss of files or data.
- The library has no control of the internet and its resources and assumes no responsibility for the quality or accuracy of any of its sources
- The library does not filter access to any materials.

Parents and guardians of minor children are responsible for supervising their child's use of computers at the library. Children under the age of 10 must have a parent or guardian present in order to access the library's computers.

Failure to follow the guidelines will result in suspension of computer privileges for a specified period of time. A first offence will result in the loss of computer privileges for two weeks. A subsequent offense will result in the loss of computer privileges for three months or a length of time set by the library director. Individuals using the computers for illegal purposes may be subject to prosecution.

In order to use the Streator Public Library computers

- Patrons must be cardholders with no fines in excess of \$10.
- Patrons who use library accounts other than their own or who allow others to use their account will have their privileges suspended.
- Computers are available for public use on a first come, first serve basis.
- Patrons wishing to use the computers must first sign in at the circulation desk.
- Patrons under the age of 18 must have parental approval documented by a written agreement on file at the library.
- A parent or guardian must be present with any child below 10 years of age using a computer.
- Only two patrons are allowed at a computer workstation.
- Computer time is limited to 60 minutes per day. If no other patron is waiting to use the computer, usage time may be extended.
- Print copies are available at a cost of \$.25 per page for single and \$.50 for double black and white copies. Color copies cost \$.50 per page for single and \$1 per page for double copies.
- **Patrons are responsible for paying for all printed pages.** Use Print Preview to be sure only the pages you desire are printed.
- Internet users may download information to their own USB drives. The library is in no way responsible for any loss or damage to USB drives.
- All public computers will be shut down 15 minutes prior to closing.
- **Use of any public computer or internet connection at the library constitutes acceptance of this policy and related procedures.**

The Streator Public Library staff will provide assistance to computer users as time and staff knowledge permit. Staff will not provide individual instruction except for limited assistance for basic start-up procedures. The library staff will gladly assist patrons in finding books in the library collection about computers and internet use.

**Wi-Fi Information**

The Streator Public Library does offer free wireless internet access. You may use this connection from your own laptop or other wireless device. All wireless devices used in the library are subject to library rules and regulations.

The library's wireless connection is unencrypted and unfiltered. Use of the wireless connection is done at the patron's own risk. The library cannot guarantee the security of any personal information that you transmit over the wireless connection after you log in to our network.

It is the sole responsibility of the device owner/user to provide anti-virus protection and to configure their device settings to provide the appropriate security to control access from other devices within the library and the Internet itself. Wireless users assume all risks for damages incurred by incorrect, insufficient or incomplete security settings or lack of adequate or up-to-date virus protection