

Rockingham Free Public Library

Internet and Computer Acceptable Use Policy

1. **Internet Access:** The quality, accuracy and timeliness of information on the Internet varies from site to site, and sites may be controversial or of a mature nature. The Library does not monitor, has no control over, and does not accept responsibility for material on the Internet. At their own discretion, users access the Internet and are responsible for the results of their searches.

2. **Responsibilities of Computer Users:** The Library requires computer users to respect the rights and sensibilities of all Library users. Some Internet sites are inappropriate for viewing in a public setting. Users should refrain from the use of Internet sounds and visuals that may disrupt the ability of other Library patrons to use the Library and its resources. Library staff reserves the right to end Internet sessions when sexually explicit or pornographic materials are displayed. (See also Illegal and Unacceptable Uses).

3. **Internet Safety:** Parents and guardians are responsible for supervising their children's Internet sessions and for letting their children know if there are materials children should not use or view. (The Library assists parents and guardians who desire guidance for their children's use of the Internet through their technical expertise and guidance.) The Library directs concerned parents and guardians to the "Child Safety on the Information Highway", produced by the National Center for Missing and Exploited Children and Inter-active Service Organizations for assistance on protecting their children.

Library staff provide guidance and assistance to children, parents and guardians in a variety of areas:

- Reference librarians provide suggestions and assistance in conducting online research and evaluation of web sites.
- Classes and online tutorials are offered to teach basic computer use skills and to assist parents in guiding their children to use Internet resources safely and appropriately.
- Individual help is provided as time permits in the use of applications on the Library network.

4. **Copyright:** U.S. Copyright law (Title 17, U.S.C.) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by principles of fair use. Users may not copy or distribute electronic materials (including electronic mail, text, images, programs or data) without the explicit permission of the copyright holder. Any responsibility for any consequences of copyright infringement lies with the users; the Library expressly disclaims any liability or responsibility resulting from such use.

5. **Software/Hardware:** Library software is copyrighted and may not be reproduced. (See also Copyright). Users may not load their own or any other software on Library

equipment. This includes, but is not limited to, disks that are checked out, disks in books that may be checked out, and disks in reference materials that must remain in the Library. Users are not permitted to store any software or other data on the hard drives of the Library's computers or alter the programs currently installed on the systems. Anyone tampering with any Library hardware or software will be denied access to Library computers in the future, and also may lose their Library privileges.

6. Disclaimer: Users access the Library computer hardware, software and documentation at their own risk. The Library is not responsible for equipment malfunction, loss of data, any damages to the user's disks, data etc. or electronic transactions of any type, which are related to the public use of Library computer resources.

7. Illegal and Unacceptable Uses: People may use the Library computers only for legal purposes. Examples of unacceptable uses include but are not limited to the following:

- Display of sexually explicit or pornographic materials
- Harassment of others or violation of their privacy.
- Libeling, slandering or maliciously offending other users
- Violation of copyright laws or software licensing agreements
- Attempting to crash, degrade performance or gain unauthorized access to the Library's or to other computer systems and networks
- Damaging equipment, software or data belonging to the Library or other users.

8. Time Usage and Equipment. The Library will set up procedures for the most efficient and effective use of these resources. This may include the setting of time limits, time accounting guidelines, activity designated/restricted equipment, age designated/restricted equipment, noise-level requirements, and activity priority equipment.

Violations may result in the loss of Internet and/or Library privileges. Illegal use of the computers also may be subject to prosecution by local, state or federal authorities.

Policy Adopted February 8, 2008