



**TERRYVILLE PUBLIC LIBRARY 238 MAIN STREET, TERRYVILLE, CT 06786 860-582-3121**

## **Internet Computer Use Policy**

The Terryville Public Library has Internet accessible computers available for public use. Use of the computers is subject to the conditions below, and is open and free of charge to all Plymouth residents and out-of-town residents with valid public library cards.

1. The Internet is a global, unregulated information network. The library is not responsible for the accuracy, content completeness, or type of information found on the internet.
2. The library cannot control or monitor the information accessible through the Internet.
3. Users' need to be aware that there is no expectation of privacy on computers in a public area shared by patrons of all ages.
4. The following procedures will govern the use of the library's public-access computers:
  - To log on to a computer, library users are asked to enter their library card number. Out of town users should check with circulation staff to be sure their card number has been entered into our system.
  - In accordance with our resource selection policy, a child's use of the Internet is solely the responsibility of the child's parent or guardian. A child must have a valid library card. Any parent or guardian may request that a child's card have access blocked.
  - Users must have basic computer skills. The library staff's ability to assist with basic computer functions or with Internet access is limited by the need to serve other patrons.
  - A one (1) hour time limit will be observed if there are people waiting to use the computers. Game playing will not be considered a primary use and players can be asked to move at any time.
  - One (1) person per computer. Exceptions will be made on a case by case basis for no more than two (2) people working together on a project. Library staff will authorize any exceptions.
  - Computers in the reference area are reserved for research or class projects. Other users will be asked to move.
  - The computer in the children's room is reserved for children under the age of 12. A parent with small children may use the computer while their children play.

- Downloading or saving files to the hard drive is not permitted but may be saved on their USB flash drive or emailed to their selves. Do not install additional software.
  - Printed copies are permitted at a cost of 15 cents per B&W page or 25 cents per color page. Be aware that you will be responsible if a website prints multiple pages. Use “Print Preview” to review what pages will be printed.
  - Computer use may be monitored at any time. Misuse of computers or the Internet will result in loss of privilege.
  - Disruptive behavior or excessive noise while using the computers is considered a misuse.
  - Computers are in a public area shared by all ages. Users are asked not to access potentially offensive or inappropriate content. Patron’s viewing highly offensive or inappropriate content will be asked to stop and/or will be removed from the computer.
  - No library computer or the wireless network will be used for illegal or criminal purposes including copyright infringement. Illegal acts involving library resources may be subject to prosecution by local, state or federal officials.
  - Wireless access is available and subject to this policy and the Wireless Internet Access Policy.
5. If use is not in keeping with this policy, privileges will be suspended or revoked.