

## ***Internet & Computer Policy Statement***

### ***1. Purpose.***

The Meyersdale Public Library is committed to the promotion of education and the provision of resources patrons need to find information. For that purpose, we are making public access to the Internet available. Equipment has been provided by various grant funds through the Commonwealth of Pennsylvania. The library reserves the right to restrict access if user policies are not followed.

### ***2. Acceptable Use***

- a. Copyrights or trademarks may protect information available through the Internet. Use of such information must not violate any copyright or trademark law.
- b. Patrons should be aware that the Internet contains offensive material. The library cannot block all material that may offend. Transmission of copyrighted or pornographic material in violation of any federal or state regulation is prohibited.
- c. Use of information transmitted via the Internet is at the patron's risk; the library nor the Internet provider are responsible for any information, medical or otherwise, obtained on the Internet.
- d. Any malicious attempt to harm or destroy data is prohibited. This includes the uploading or creating of computer viruses. Patrons may not turn equipment on or off, change settings or load personal programs onto the computer.
- e. Patrons may not use this account for any commercial or for-profit purposes.
- f. Hardware and software may not be modified or destroyed.

### ***3. Limitations***

- a. E-mail accounts are not available through the library.
- b. Librarians, staff, and volunteers are available for only a limited amount of help in using the Internet.
- c. Patrons should be aware that the Internet contains offensive material, which neither the library nor Web browser can fully block.
- d. Any violation of the Internet policy is unethical and may constitute a criminal offense. Violation may result in the loss of access privileges and appropriate legal action.
- e. No more than two people may use a computer at one time.
- f. This policy is subject to change at the library's discretion.

### ***4. Patron responsibilities***

- a. Users must read the Internet policy and sign a registration form before using the Public Access Internet.
- b. Those wishing to use a computer, including visitors, must present a valid library card or a photo ID.
- c. Do not place personal information, addresses, phone numbers, or credit card numbers on the Internet. Internet security is not guaranteed.
- d. Patrons must have signed parental permission if under the age of 16.
- e. Patrons are not permitted to start news groups.
- f. Internet will be on a first come first serve basis. There will be a 45-minute time limit if others are waiting. Sign in at the main desk. The library reserves the right to prioritize use, i.e., homework and research takes precedence over recreational use.
- g. Be polite. Use appropriate language on-line. Do not use the network in a way that disrupts the use of the network by others. The library reserves the right to monitor use and enforce our rules.
- h. Login and exit properly (see instructions at computer). If unsure how to do this, ask for help. NEVER simply shut down the computer.

- i. CDs or flashdrives brought in from outside the Library are not allowed in the computer unless approved by the director. Flashdrives are available for purchase at the main desk, but if these are taken from the library they are not allowed to be placed in the computer at the library again without permission.
- j. Files downloaded from the Internet may contain viruses. Check before uploading to your computer at home.
- k. Do not loiter at the computer in use by someone else unless you are with that person. Again, the library reserves the right to monitor behavior.
- l. No more than two people at a computer at a time.

It is a felony in the Commonwealth of Pennsylvania “to display or cause to display any explicit sexual material...on any...viewing screen in such a manner that the display is visible...on any establishment where anyone, as part of the general public, may be exposed to view all or any part of such materials.” (Title 18 Penna. Crime Code Section 5903.) Therefore, viewing of such material in the library will not be permitted. Violation of this provision may result in the immediate termination of Internet privileges.