ACCEPTABLE USE OF THE INTERNET AND PUBLIC COMPUTERS

PURPOSE

To fulfill its mission of promoting free and easy access to the vast array of ideas and information and ensuring access to other collections and information sources throughout the nation and the world, the Library provides access to the Internet, its public use computers, and other electronic information resources.

1   GENERAL POLICY

Library users who access the Library's Internet and other electronic services are responsible for using them in an ethical, legal, and considerate manner.

1. Library computers and network systems may not be used for any purpose that violates federal, state, or local laws and Library policies.

    a. Patrons are prohibited from using the Library's internet and computer network systems for illegal activity or to access illegal or obscene materials.

    b. Under Federal and Texas law, it is a crime to distribute or exhibit material that is "harmful" to minors, or to be reckless about "whether a minor is present who will be offended or alarmed by the display" of harmful material; therefore, patrons are prohibited from using the Library's internet and computer network systems to display material that violates the provisions of Sections 43.24 and 43.25 of the Texas Penal Code: Sale, Distribution or Display of Harmful Material to Minors.

    c. The Library's policies and computer network systems comply with the Children's Internet Protection Act (CIPA) .

2. The Library is not a full service Internet provider. Services not provided through the Library's Internet connection include, but are not limited to, video games and chat rooms.

3. Prohibited use includes, but is not limited to:

    a. representing oneself as another person

    b. "hacking" or otherwise attempting unauthorized use of the Library, City or other networks;

    c. attempting to interfere with or disrupt other users;

    d. attempting to evade security measures;

    e. invading the privacy of other users;

    f. attracting the attention of others to sexually explicit images depicted on the screen or in copies made on Library printers;

g. registering multiple library cards, sharing a library card or guest pass, or using another user's library card;

h. violating software license agreements;

i. sending harassing, threatening or libelous messages or material;

j. illegal gambling;

k. accessing peer to peer (P2P), torrent, or other file sharing sites;

l. uploading, installing, set up, run, or execute any program or software not authorized by the Library

m. damaging or destroying equipment, software, or data belonging to the Library or to other users, including adding, altering, or deleting files on Library workstations, hard drives, or other Library computer equipment

n. violating copyright laws. U.S. Copyright law (Title 17, U.S. Code) prohibits reproduction or distribution of copyrighted materials, except as permitted by principles of "fair use." Responsibility for any possible copyright infringement lies solely with the user. The Deer Park Public Library expressly disclaims any liability or responsibility resulting thereof.

4. Final responsibility and authority for Internet and electronic information access rests with the Director of Library Services who will operate within the framework of policies and principles adopted by the City of Deer Park, Texas and the Library Board of Trustees.

2 CONDITIONS OF USE

To ensure that these Internet and electronic resources are provided fairly and equitably, the following conditions of use shall apply:

1. As with access to other materials and services of the Library, any restriction of a minor's access to, or use of the Internet and other electronic resources is the responsibility of the minor's parents or legal guardians. Parents or guardians concerned about their child's use of the Internet are encouraged to review NetSmartz from the National Center for Missing and Exploited Children or Privacy and Internet Safety from common sense media.

2. Patrons using the Library's technology resources and systems, including its Wi-Fi, or Library public use computers must agree to comply with the Patron Behavior/Code of Conduct and the Laptop Checkout Policy.

3. Internet workstations will be available during the Library's normal hours of operation until fifteen minutes prior to closing.

4. Usage is on a first-come, first-served basis.

5. The Library reserves the right to set time limits and area restrictions for individual session use. See attached Guidelines for Use for more information.

6. Patrons should bring their own USB drive to save files or use their own online storage.   Unclaimed items will be disposed of per policy.

7. Internet printing charges will be the same as other Library printing and copying charges.

8. Computers are intended to be used by one person. If necessary, two people may work on a single computer.   If there are any disruptions due to overcrowding or noise, the staff will ask the non-user to leave the computer.
   a. Computers in the Tech Lab are single use only.   See the Tech Lab policy for additional information.

9. The Library reserves the right to establish policies governing internet use and consequences for misuse consistent with applicable rules and laws.

10. Library Staff can often help with basic computer use or assist in locating resources on or about the Internet but do not provide in-depth instruction. Circulating books, videos, and reference books are available for patrons who have limited computer experience. Formal training is available on a scheduled basis at the library.

11. No liquid is allowed around the computers.

3 SECURITY AND PRIVACY

1. Not all information found on the internet is accurate, complete, up-to-date or otherwise acceptable to all individuals. With the exception of the sources linked directly to the Library's home page, which are chosen in accordance with its Materials Selection and Accessibility Policies, the Library is not responsible for the content of the internet, changes in content of the sources to which the Library home pages link or for the content of sources accessed through secondary links.

2. The Library will not release information on the use of specific Internet resources by members of the public except as required by law or as necessary for the proper operation of the Library.

3. The Library is not responsible for the privacy practices or security of any web sites accessed by patrons. The Library accepts no liability for any loss of privacy or data patrons may experience, or any damage or harm arising from such loss. Patrons are responsible for having the proper hardware, software, and network settings on their personal devices to connect to the Library's Wi-Fi.

4. The Library is not responsible for any theft, damage or misuse of personal computer, mobile, or peripheral devices in the Library.

5. Patrons create, store and use personal files at their own risk.

6. Patrons enter log into and enter personal information on any website accessed during their session at their own risk.   The Library is not responsible for information left open during and after computer sessions.

7. **Failure to comply with Library rules and policies may result in the loss of computer access privileges, library privileges, and report to law enforcement authorities.   Staff may take the following actions when a patron is in noncompliance with the Code of Conduct. The staff may notify police without invoking lesser sections, if appropriate.**
   a. A verbal warning
   b. Asking a patron to leave the premises.
   c. Deactivating and/or restricting a patron's access to computers from 24 hours to six-months depending on the severity of the violation.
   d. Banning the patron from the library; the period of time can range from 24 hours to 6 months depending on the severity of the violation.
   e. Notifying the police.
   f. Issuing a criminal trespass warning permanently banning the patron from the library.

GUIDELINES FOR USE

1. The library is divided into zones.   Each zone has its own age and time restrictions
    a. Children's computers are available to patrons under the age of 12.   The child accessing the computer must have a library card.   Sessions last a half hour. Provided no other patrons are waiting, sessions can be extended one half hour at a time up to 2 hours.
    b. Teen computers are available to patrons ages 12-17.   The teen accessing the computer must have a library card.   Sessions last a half hour. Provided no other patrons are waiting, sessions can be extended one half hour at a time up to 2 hours.
    c. Two computers are available behind the circulation desk for patrons ages 10-17. Sessions last a half hour. Provided no other patrons are waiting, sessions can be extended one half hour at a time up to 2 hours.
    d. Adult computers are available to patrons 18 and over. A library card or guest pass can be used on these computers. Sessions last a half hour. Provided no other patrons are waiting, sessions can be extended one half hour at a time up to 2 hours.
    e. Tech Lab computers area available to patrons 18 and over.   A library card or guest pass can be used on these computers.
        i. Sessions for library card holders last 3 hours.   Provided no other patrons are waiting, sessions can be extended one half hour at a time up to 1 hour.
        ii. Patrons using a guest pass are limited to 2 hours.
2. Adult patrons using a guest pass are limited to a total of 2 hours of computer use per day.