

GENOA PUBLIC LIBRARY INTERNET POLICY

Revised February 18, 2013

The Genoa Public Library provides a broad range of information resources, including those available through the Internet. Access to the Internet enables the Genoa Public Library to greatly expand its information services beyond traditional collections and resources. We make this service available in support of our mission and vision.

The Internet offers access to many valuable local, national, and international sources of information, however, it is an unregulated medium and not all sources on the Internet provide accurate, complete, or current information. **The Genoa Public Library staff neither monitors nor controls information accessed through the Internet and is not responsible for its content, quality, accuracy, or currency.** Internet users will need to evaluate for themselves the validity of information found. Certain information obtained via the Internet may be considered controversial by some library patrons and Internet users are expected to be considerate of others who may be able to view the material brought to the screen. Library staff may be available to assist patrons in making judgments about the reliability or currency of certain types of Internet information sources, but are unable to provide definitive analysis of particular sources due to the extremely large variety and volume of information available on the Internet. The Library cannot provide assurance of Internet users' privacy in the materials or communications undertaken via the Internet.

Internet resources accessible through the Genoa Public Library are provided fairly and equitably to all library users in accordance with the American Library Association's "Access to Electronic Information, Services, and Networks: and Interpretations of the Library Bill of Rights." Library patrons have the right to access and read all library service policies. It is their responsibility to understand these policies and ask questions of the staff on duty if they do not.

The Internet may contain information that is controversial, sexually explicit, or offensive. The Genoa Public Library District is not responsible for damages, indirect or direct, arising from a library patron's use of Internet information resources. The Genoa Public Library strongly encourages parents/guardians to supervise their children's Internet activities. Responsibility for decisions about appropriateness in usage rest with parents or guardians. Children under the age of 18 must have a parent fill out an Internet User Agreement before an Internet Card will be issued to them.

The use of the Wi-Fi network is at the patron's own risk and the Genoa Public Library is not responsible for any loss of data, or for the theft or damage to personal equipment or software. Anti-virus and security protection are the responsibility of the patron. There is no guarantee that the Wi-Fi connection can be made or maintained. This service is not to be used as a permanent connection. The connection shall not be used for time-consuming commercial purposes.

PROCEDURES:

- **All users will be expected to act in accordance with the guidelines set forth in the Genoa Public Library Conduct Policy**
- All users must present their Internet card at the circulation desk before using the computers.
- Wi-Fi access is available to all library users. The password must be obtained at the circulation desk. It is prohibited to share the library Wi-Fi password with others.
- The printer for the Internet computers is located at the main desk. Black and white prints may be made at \$.20 per page. Any print that is more than 50% color may be made at \$.50 per page. Printing is not available over the Wi-Fi network.
- Patrons are guaranteed one hour of usage per day. Extending usage may be made at the request of the patron and granted by staff present.
- No more than one patron per computer unless permission has been expressly granted by staff present.
- Any disk, flashdrive, or thumbdrive brought in by a patron for use on any computer must be scanned at the circulation desk when signing in.

UNACCEPTABLE USES OF COMPUTERS AND WI-FI:

Among the uses that are considered unacceptable and which constitute a violation of this policy are the following:

- Viewing Internet sites that contain child pornography, obscenity, or harmful to minors.
- Viewing, transmitting or downloading sexually explicit materials. The prohibition is not limited to those materials that meet the legal definition of pornography.
- Transmitting of offensive or harassing messages; offering for sale or use any substance the possession or use of which is prohibited by law; downloading or transmitting confidential, trade secret information, or copyrighted materials. Even if materials on the networks are not marked with the copyright symbol, users should assume that all materials are protected unless there is explicit permission on the materials to use them.
- Engaging in defamation (harming another's reputation by lies); uploading a worm, virus or other harmful form of programming or vandalism; participating in 'hacking' activities or any form of unauthorized access to computers, networks, or information systems.
- Disclosing or sharing the user's password with others; impersonating another user; using one's own software programs on the library's computers; altering the Library's computer settings; monitoring the electronic communications of others; damaging or modifying computer equipment or software.

- Giving others private information about one's self or others, including credit card numbers and social security numbers; arranging a face-to-face meeting with someone one has 'met' on the computer network or on the Internet without a parent's permission.
- Internet workstations and Wi-Fi cannot be used for any fraudulent or unlawful purposes, including any activities prohibited under any applicable federal, Illinois, or local laws.

The library reserves the right to terminate a wireless or computer Internet session at any time. Misuse of library computers and Wi-Fi may result in the notification of authorities and/or suspension or loss of privileges to use computers and Wi-Fi. This policy will be reviewed periodically and updated as necessary.