

Providing access to technology for educational and recreational purposes is a core service of the Augusta Memorial Public Library. We provide both desktop and laptop computers with Microsoft Office software, access to printing (\$), and an open, unsecure wireless network. To ensure equal access, computer use is regulated with time management software. Regular users are required to use their library card for access, however guest passes are available.

The library does not use filtering devices to control information accessed through the Internet, nor does the library bear responsibility for its content. As with other library materials, restriction of a child's access to the Internet is the responsibility of the parent or legal guardian. A parent or legal guardian can opt-out of computer use if they prefer that their child, 15 years old or younger, not be allowed on any library owned computers. This change will be indicated through the child's library account. The parent or guardian can change this setting by visiting the circulation desk with proper identification.

Patrons using the library's computer and internet access must comply with the *Library Conduct Policy* as well as the following user expectations:

- Users should be aware that the inappropriate use of electronic information resources can be a violation of local, state, and federal laws and can lead to prosecution.
- Users will be held responsible for their actions using any library provided public access to the Internet.
- Users will respect and uphold copyright laws and all other applicable laws and regulations; they will be held responsible for knowledge of all applicable laws.
- Users will respect the rights and privacy of others by not accessing another's private files or interfering with another's use.
- Users shall not engage in any activity that is deliberately offensive or creates an intimidating, disruptive or hostile environment for others.
- Users shall not deliberately or willfully cause damage to computer equipment, programs, or parameters.

Library staff may impose restrictions, such as time limits or types of use, on library equipment. Also, all computer users are expected to use the electronic resources of the library in a responsible manner that includes, but is not limited to, the following:

- Each computer user must log in with the MORE library card that they were issued. Logging in using another patron's information, with or without permission of the cardholder, is not permitted.
- A cardholder who has a current library card, but does not have it in their possession when visiting the library, may request a one-time pass from library staff to access library computers. A visitor who does not have a MORE library card may receive a computer guess pass, also available from library staff.

- Patrons are required to surrender their use of a library computer when requested to do so by staff.

The library makes reasonable attempts to protect patron rights to privacy and confidentiality. However, in general, electronic communication is not absolutely secure and networks are sometimes susceptible to outside intervention. In addition, there exists a possibility of inadvertent viewing of computer activity by nearby library users. Absolute privacy in using the library computers cannot be guaranteed. Internally, network administrators may monitor a person's Internet use as a part of normal system maintenance.

The library assumes no liability for any loss or damage to users' data or equipment, nor for any personal damage or injury whatsoever incurred as a result of using the library's electronic resources. This includes, but is not limited to, damage or injury sustained from invasions of the user's privacy.

Violation of library policy or regulations that govern the use of computer and Internet resources may result in suspension or loss of the privilege to use these resources. Any illegal activity involving library resources will be subject to prosecution by the appropriate authorities.

