

George Culver Community Library Policy

POLICY: Computer Use and Internet Access

AUTHORIZED BY: Board of Trustees

APPROVED DATE: 08/12/2024

DATE OF LAST REVIEW/REVISION: N/A

A. Purpose

The George Culver Community Library provides access to a broad range of information resources from worldwide sources through LINKcat, BadgerLINK, and the Internet. We make these services available as part of our mission to provide resources and services to fulfill individual information needs for day-to-day living, pleasure, cultural, educational, and leisurely pursuits. The library strives to serve people of all ages at all levels of need and considers its endorsement of the Library Bill of Rights and the Freedom to Read documents to apply to the use of electronic information.

This policy applies to all computers and electronic devices that access the internet on the George Culver Community Library's network, both library-owned and personal equipment. Violation of the Computer Use and Internet Access Policy will result in suspension of Internet access privileges. If an individual or group of Internet users creates a disturbance that limits the effective use of the library by others, they will be asked to correct their behavior, disband, and/or leave the building as appropriate.

B. General Guidelines for Use

Access, use, or dissemination of information via the Internet in the library is the responsibility of the user. The library does not warrant information found on the Internet to necessarily be accurate, authoritative, factual, timely, or useful for patrons' purposes. The Internet is a global entity that does not fall under the control or governance of any single agency, government, or organization.

The availability of networked information via library terminals does not constitute the library's endorsement of the content of that information. If any patron believes that information obtained via library terminals is inaccurate or offensive, the patron should contact the original producer or distributor of the information.

Librarians are partners with parents in guiding children to safe and appropriate use of the Internet. In compliance with requirements of the Children's Internet Protection Act (CIPA) and the Neighborhood Children's Internet Protection Act (NCIPA), George Culver Community Library filters all Internet computers and wireless signals available through the library. Adult patrons age 17 years and older may elect to disable the filter, with assistance from library staff, for unrestricted Internet access for any lawful purpose that meets George Culver Community Library guidelines. Parents and guardians are solely responsible for supervising their children's Internet sessions. Library staff cannot monitor parental restrictions.

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Library staff members are available to assist patrons in the use of these resources, but may not be familiar with all available applications. Because of the many different Internet applications available, we can't provide complete technical support.

C. Wireless Network

The Library's wireless network is not secure, and the Library cannot guarantee the safety of traffic across its wireless network. Anti-virus, security, and privacy protection is the responsibility of the user.

The Library cannot guarantee the wireless service will be available at any specific time or that the connection will have any specific quality or speed, and there is no guarantee that a patron will be able to make a wireless connection.

The connection shall not be used for illegal or monopolizing purposes, nor shall it be used in any way that violates the Computer Use and Internet Access Policy.

The Library assumes no responsibility for any alterations or interference with equipment's configurations, operation, or data files resulting from connections to the Library's wireless network. The Library assumes no responsibility for damage, theft, or loss of any kind to property brought into or used at the Library.

Due to insurance limitations and warranties, Library Staff is not allowed to configure patron laptop computers or other devices or to install any devices or software onto patron equipment. Library Staff is not able to provide technical assistance for wireless configuration; if assistance is required, patron should contact their equipment manufacturer or vendor.

D. Library Computers

Library computers are available on a first-come, first-served basis. Reservations may be made in advance by phone or online for individuals needing to use a computer at a particular time. Use of the Internet terminals will be limited to four hours per day in two, two-hour increments that can be sequential if no one is waiting for the computer. Extended use of the Internet terminals may be granted at the discretion of library staff.

All users of electronic information resources are expected to use these resources in a responsible and ethical manner, consistent with the educational, informational, or recreational purposes for which they are provided and to follow these rules. Patrons or staff may not use terminals for any illegal or criminal purpose.

By using a public workstation or public terminal you agree to the following guidelines:

- i. Respect the privacy of others by not misrepresenting oneself as another user.
- ii. Do not attempt to modify or gain access to files, passwords, or data belonging to others.
- iii. Do not seek unauthorized access to any computer system, or damage or alter software components of any network or database.

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- iv. Further respect the privacy of others who are using public access workstations at the George Culver Community Library by not interfering with their use.
- v. Make only authorized copies of copyrighted or licensed software or data.
- vi. Make no changes to the setup or configuration of the software or hardware. Patrons may only use software installed on the library computers; additional software cannot be installed.
- vii. Do not send, receive, or display text or graphics that may reasonably be construed as obscene, threatening, harassing, or offensive.
- viii. Do not expose children to harmful material. *Sec. 948.11* of the Wisconsin Statutes, among other things, makes it a crime to expose children to pictures or images of nudity, sexually explicit conduct, physical torture, or brutality that appeal to prurient, shameful or morbid interest of children, are patently offensive to prevailing adult standards regarding materials suitable for children, or lack serious literary, artistic, political, scientific or educational value for children.

This policy combines and supersedes the Electronic Use and Wireless Internet policies.