IV. Internet Use Policy

In meeting the needs of the citizens of Marengo County and the City of Demopolis, the Demopolis Public Library offers Internet access to our library customers. Our goal in providing Internet resources is to enhance our collection in size and depth with information that may not be otherwise available or as up-to-date. In our role to provide current, high demand materials, it is our goal to build a collection that is reflective of the community and its needs. Therefore, the library may limit access to Internet functions which it determines to be inconsistent with its mission and goals.
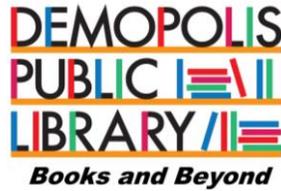
It is the Demopolis Public Library's policy to comply with the requirements of the Children's Internet Protection Act (CIPA) and the June 23, 2003 United States Supreme Court decision relating thereto. In doing so, the library understands that required technology protection measures (filtering software) may not be fully effective in blocking intended sites and may inadvertently block unintended sites.

The Library offers both filtered and unfiltered access to the Internet. Full (unblocked, unfiltered) access is available to Adults. Adults use the Internet at their own discretion, and the Library has no control and is not responsible for the content on the Internet. Not all sites provide accurate, complete, or current information. Some access points carry information that a user might find controversial or inappropriate. We encourage our patrons to be sensitive to the fact that they are in a public setting.

To assure that customers of all ages are able to access Internet sites that have been mistakenly blocked, the library will provide a method by which they can request that such sites be unlocked and will unblock sites in a timely manner*.* For Adult patrons 19 and older, the library will disable the filter for the purpose of "bona fide research or other lawful purpose." Patrons must ask at the desk to have the filter removed.

Patrons are requested to exercise appropriate discretion in viewing materials. The library will not guarantee privacy for individuals using library public access computers to search the Internet and computer screens may be visible to people of all ages, backgrounds, and sensibilities.

Internet computers will not be used by anyone, including minors, for illegal activity, to access illegal materials, or to access materials that by local community standards would be obscene (see Alabama State Code Article 5 13 A-8-102.) Internet use will be managed in a manner consistent with the Library's Rules of Conduct which have been adopted and are posted in the Library. Failure to follow these guidelines, resulting in illegal or unethical use of the Internet, will result in revocation of a user's right to use this resource.

The Library will have no liability for direct, indirect or consequential damages related to the use of information accessed through the Internet. The Library is not responsible for damage to user's disks or computers or for any loss of data, damage or liability that may occur from the use of the Library's computers.

Library staff are willing to help patrons. The levels of personal computer use and Internet experience will vary from person to person. Because of library scheduling, Internet and PC trained staff may not always be available. Staff may assist a patron, but cannot provide in-depth training.
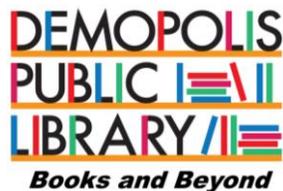
In order to use our computers most efficiently, PC management software is installed on our patron workstations. This software will require all users to log in with a library card. Adult patrons will have a one hour session per day and child patrons will have one thirty minute session per day.

A. Internet Access by Minors

Patrons 18 and under are required to have a filter on the computer while using the Internet. Even with the filter in place, parents and guardians, not the library or its staff, are responsible for the Internet information selected or accessed by their children. The filtering software will block many specific sites that may be offensive to some users, but may not block all materials that may be offensive to all users. Parents concerned about their child's use of the electronic resources must accept responsibility for determining content and establishing guidelines for their child's use that are consistent with personal and individual family values and boundaries. The library cannot assure their children's safety and security when using electronic mail, chat rooms, and other forms of direct electronic communication; cannot protect against their children's unauthorized access, including "hacking," and other unlawful online activities; and cannot protect again unauthorized disclosure, use, and dissemination of personal identification information regarding their children if their children provide it while using the Internet. Children who use the Internet without parental guidance may encounter material that is beyond their maturity level or otherwise unsuitable. The Library strongly encourages parents to discuss the use of the Internet with their children, to determine its most appropriate use.

As with other library materials, restriction of a child's access to the Internet is the responsibility of the parent/legal guardian. Parents or guardians, not the Library or its staff, are responsible for the Internet information selected and or accessed by their child/children.

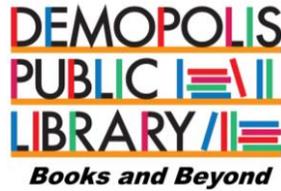## B. GUIDELINES FOR ACCESSING THE INTERNET

1. You must have a library card to access the computers and internet. Only one card is issued per patron. Patrons may not use other patron's cards to access the computers or internet.
2. Only children 15 years or younger will be allowed to use the computers and access the internet on the children's floor.
3. Adults and young adults ages 15 years and older are allowed to use the computers and access the internet on the first floor.
4. Internet computers will not be used for illegal activity, to access illegal materials, or to access materials that by local community standards would be obscene.
5. Installation, downloading, or modification of software is prohibited.
6. Users will respect Copyright laws and licensing agreements.
7. Users will not make any attempt to gain unauthorized access to restricted files or networks, or to damage or modify computer equipment or software.
8. Users will respect the privacy of other users, and will refrain from attempting to view or read material being used by others. The Demopolis Public library prohibits unauthorized disclosure, use, or dissemination of personal information regarding library users, including minors.
9. The librarian in charge may establish the number of access sessions available per day, per user; such limitations will be dependent on facility-specific demand in order to provide access for a variety of users.
10. Users must end their session and leave the terminal when asked to do so by authorized library staff, even if they have not completed their access session.
11. The Demopolis Public Library network prohibits the use of chat rooms.
12. A patron may save or download information to a floppy disk, a flash drive or email it to themselves. Diskettes, if available, may be purchased at the Circulation Desk.
13. Patrons must pay for pages before they print them. Library staff will add money to their library account. Prints are $.10 per page. A patron may ask a librarian for assistance when printing.
14. Misuse of the computer, of established guidelines and/or Internet use policies will result in the loss of a patron's computer privileges.

C. WIRELESS INTERNET ACCESS POLICY

Demopolis Public Library will provide free Internet access points or "hot spots" for users with portable computers or devices capable of receiving wireless signals, during normal library business hours. These access points will allow users to access the Internet from their laptop computers when sitting within range of the access points.

Library staff will provide general information on the settings necessary to access the Internet via these connections, but are not responsible for any changes you make to

your computer's settings and cannot guarantee your hardware will work with our wireless connection.

If a user has problems accessing the Internet over these connections, staff will verify the Library's connections are up and running, but they cannot assist in making changes to the user's network settings or perform any troubleshooting on the user's own computer. Please refer to your owner's manual or other support services offered by your device manufacturer.

As with most public wireless "hot spots," the Library's wireless connection is not secure. There can be unscrupulous parties between you and anyone you communicate with, and any information being sent or received could potentially be intercepted by another wireless user. Cautious and informed wireless users should choose not to transmit their credit card information, passwords and any other sensitive personal information while using any wireless "hot spot." Please take appropriate precautions when using this service.

The Library will not be responsible for any information (i.e. credit card) that is compromised, or for any damage caused to your hardware or software due to electric surges, security issues or consequences caused by viruses or hacking. All wireless access users should have up-to-date virus protection on their laptop computers or wireless devices.
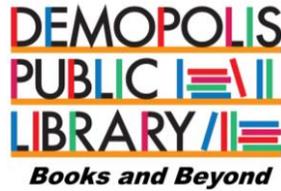
Printers are available via the wireless connection at this time. You may also save your work flash drive or email files to yourself, then login to a wired library workstation and send jobs to the public printer.

Use of these access points is governed by our Computer Use/Internet Policy. All users are expected to use the Library's wireless access in a legal and responsible manner, consistent with the educational and informational purposes for which it is provided. Users may not violate federal, state or local laws, including the transmission or receiving of child pornography or harmful material, fraud, or downloading copyrighted material.

D. INTERNET USE REGULATIONS

The Demopolis Public Library provides internet access on computers for public use. The internet is filtered in order to comply with the Children's Internet Protection Act. The following are prohibited:

1. Use of chat.
2. Viewing obscene materials, child pornography, material that appeals to a prurient or unhealthy interest in or depicts or describes patently

offensive way, violence, nudity, sex, death or bodily functions, material that has been designated as for "adults" only.

3. Material that promotes or advocates illegal activities.
4. Gambling.

As no filter is 100% effective, Patrons must immediately leave any site that is prohibited should it be accessed. Adult users aged 18 and older may request that the filter be disabled for the purpose of "bona fide research or other lawful purpose." This request is subject to staff discretion and supervision. The prohibitions remain in effect.

The Demopolis Public Library (including the Library Board of Directors or staff) is not responsible for the content of material that is retrieved through the Internet, or for any actions that may occur as a result of such actions. We are not responsible for the content that is printed through our printers. Patrons are responsible for retrieving their own prints from the copiers and printers at the time they are printed.

Termination or Prohibition of User Access

When library employees believe that the user has failed to comply with the Internet Acceptable Use Policy and /or the Rules of Conduct, they are authorized to terminate any user's access session or to prohibit a user from subsequent access sessions for up to two weeks from the date of informing the user of that action. After a hearing before the Demopolis Public Library Board of Trustees, a library patron may be permanently barred from Internet access from the library.

An Internet user whose access session has been terminated or prohibited will be given information concerning the process to protest the action and/or request that Internet access privileges be reinstated.

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Revised September 15, 2008
Approved September 22, 2008
Demopolis Public Library