Logan County Libraries
INTERNET ACCEPTABLE USE POLICY

INTRODUCTION

The Logan County Libraries are pleased to provide information resources through the internet. We make this service available as part of our mission statement to "be an access point for information and related materials to support the educational, economic, and recreational development of Logan County."

The Logan County Libraries offer access to the internet via the Ohio Public Library Information Network (OPLIN), a state-funded program. To the extent practical, technology protection measures (or "internet filters") shall be used to block or filter internet or other forms of electronic access to inappropriate information or communications. Specific blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

GUIDELINES FOR LIBRARY COMPUTER USE

1. You **MUST** have a valid Library card **IN YOUR NAME** and your PIN**. Guest passes are available for visitors with photo identification by asking a Reference Assistant.** *Guest passes will not be granted to anyone under 18 years old without permission from their parent or guardian.* ***You may not use another patron's card, even with his or her permission.***
2. **A minor child, age 17 or younger, must have a parent or guardian sign the Internet Acceptable Use Policy before they can use the internet computers. An adult must accompany any child under the age of eight who uses a computer.**

ALL INTERNET USERS (INCLUDING WIRELESS)

1. All patrons must read and agree to the Computer and Internet Acceptable Use Policy (IAUP) on the computer screen or access will be denied to the internet**.** This applies to wired and wireless users. Termination of an internet session will occur immediately if a patron does not abide by the IAUP. If the behavior persists, the patron's card will be barred from computer use for six months for the first violation, one year for the second violation, and permanently for the third violation.
2. Computer usage is scheduled in one-hour increments on a first come, first served basis. A warning will appear on the screen when your hour is about to expire. Extension of time is *only* available if no other patron is waiting. Reservations can be made by asking a Reference Assistant.
3. Only one (1) person is to use a computer at one time, except for tutoring, as approved by Library staff.
4. Please report any equipment problems to the Reference Desk staff. **Patrons should not attempt repairs!**
5. **It is highly recommended to save data to a USB drive**. USB drives are available for a donation at the Reference Desk. Patrons may not install software or hardware to public computers, nor will the Library staff.
6. Printers are available to patrons using the computers. Only 8 1/2" x 11" paper is available. Black and white copies are $.20/page and color copies are $.75/page. Print jobs can only be printed after payment with your Library card or cash at the Print Release Station.

PROHIBITED USE

1. The use of OPLIN and the internet to engage in any activity that constitutes violation of local, state, federal and/or international laws is strictly prohibited, such as displaying graphics that may be reasonably construed as obscene. ***DOWNLOADING COPYRIGHTED MATERIAL IS ILLEGAL!***
2. The Library reserves the right to terminate an internet session or remove a patron from the Library if the patron violates any local, state, or federal law or any terms of this policy.
3. Each patron is required to respect the privacy and property of others by not **using another patron's card**, by not attempting to modify or gain access to files, passwords or data belonging to others; by not seeking unauthorized access to any computer system; or by not damaging or altering any software or hardware components of any computer, network, or database.

INTERNET ADVISORY

Users are advised that the internet is a vast, unregulated public communications medium. Neither the Logan County Libraries nor OPLIN generate the information available. OPLIN provides access to many valuable reference databases that are not warranted by the Logan County Libraries or OPLIN to be accurate, authoritative, factual, or complete. The availability of networked information via the Logan County Libraries does not constitute any endorsement or ratification of that information.

Parents or guardians, not the Library staff, are responsible for the internet information selected and/or accessed by their minor children through the connection at the Library.   Although internet access is filtered at this Library, be advised that no filtering is perfect and this does not change parental responsibility for their children's internet use. All users are encouraged to read the flyer "Protecting Your Kids Online" or "Your NetSmartz for Tweens" or "Got NetSmartz? Tips for Teens" produced by The National Center for Missing & Exploited Children. Copies are available at the Library. For more resources visit <u>NetSmartz.org</u>.

Software and files downloaded from the internet may contain viruses. Although the Library uses anti-virus software on the Library's computers, this will not completely protect you from the chance of getting a virus.

The Logan County Libraries are not responsible for damage to a patron or for any loss of data, damage, or liability that may occur from patron's use of the Library's computers or their own devices. The Logan County Libraries have no control of the security of sending any information including credit card numbers.

All users of this service agree to hold the Logan County Libraries and OPLIN harmless from any and all claims, losses, damages, obligations, or liabilities directly or indirectly relating to the use of OPLIN and the internet, caused thereby or arising there from. In no event shall the Logan County Libraries or OPLIN have any liability for lost profits or for indirect, special, punitive, or consequential damages or any liability to any third party, even if the Logan County Libraries or OPLIN is advised of the possibility of such damages.

Access to the internet is normally available during Library hours but may be subject to upgrades, maintenance or technical difficulties.

 STAFF ASSISTANCE

The Library staff is available to assist patrons with basic operations of the computer and applications.
We are not experts on every facet of technology. We will help you as much as our expertise and time permit. Please see Library staff for tutorials and manuals available for specific applications.

CHANGES TO THIS POLICY

The Logan County Libraries Board of Trustees may revise this policy at any time.

Policy revised by LCL Board of Trustees *6/27/2019*