

# Imperial County Free Library

## Computer and Internet Use Agreement

The Imperial County Free Library (ICFL) system provides computers and Internet access to assist our patrons in meeting their informational needs and to enhance their learning opportunities. Our goal is to provide equity of access to information for all of the residents of Imperial County. The Imperial County Board of Supervisors establishes this policy statement to ensure appropriate and effective use of our computer resources.

While the Internet offers a wealth of education, recreational and cultural information, it is unregulated. Materials accessed through the Internet may be inaccurate, incomplete, outdated, biased, inappropriate or offensive. The ICFL cannot control and is not responsible for the content of sites accessed.

Use of ICFL computers, as well as access to the Internet, is available to all card-holding patrons, in good standing, 18 years or older, who review and sign this agreement. This usage is a privilege, not a right. Patrons cannot be guaranteed any specific computer. Inappropriate use or behavior, inconsistent with this agreement or violating the Library's rules of behavior, will result in a loss of that privilege.

Parents of minor children must assume responsibility for their children's use of the computer. Prior to being granted access to the computer or the Internet, anyone under the age of eighteen (18) must have their parent or legal guardian sign the consent form in the presence of an ICFL staff member. No child in third grade or younger can use a computer with Internet access without a parent or designated adult (18 or older) present at the computer. With appropriate parental permission, children in fourth grade up to age eighteen may make use of the computers without supervision, but is solely the parent/guardian's responsibility to monitor the child's use of the computer and/or the Internet.

### Computer and Internet Access Rules and Guidelines

Patrons are expected to use the computers in a responsible manner, recognizing that the Library is a public location and that inappropriate use of electronic information resources can be serious violations of local, state or federal laws and could lead to prosecution.

- Users must sign-in prior to beginning a session. A valid library card must be presented at that time. Sessions are thirty (30) minutes, on a first-come, first-served basis. If at the end of the initial session other computers are available, a second session at that computer will be allowed.
- Certain computers are designated for library-specific usage and will not be subject to the regular time limits.

- Users agreement to respect and uphold copyright laws and all other applicable laws, and are prohibited from using the computers for purposes of commercial activity, political lobbying, transmission of obscenity, profanity or any illegal or unethical purposes.
- The ICFL is fortunate in being able to make quality equipment and software available to its patrons. In order to continue this service, patrons are prohibited from installing software, attempting to download material to ICFL hardware, creating or distributing viruses, altering our configurations or in any way damaging, abusing or sabotaging said equipment. Users will be liable for any costs arising from malicious damage to our equipment.
- Non-research Internet usage like e-mail and web-browsing, as well as limited social networking will be allowed, provided it does not negatively impact other library internet usages. Gaming sites, like Farmville, are expressly prohibited, as is the download of videos or music.
- Library staff will assist individuals briefly, as time permits, but cannot provide extended assistance or instruction for individual patrons.
- Any items printed from one the computers will be printed at the front desk. There is a charge for copies and users are responsible for the cost of any printing they incur. All printing must be completed within the session.
- Users may utilize flash drives or formatted disks for saving material or can consult staff for alternate ways to save information.

#### Wireless (Wi-Fi) Internet Use Policy

The ICFL provides unrestricted Wi-Fi access to the Internet free of charge and subject to the terms and conditions outlined above and as follows:

- Wi-Fi access is provided as a public service free of charge on an as-is basis with no guarantee and no warranty. The Wi-Fi network available to patrons is subject to periodic maintenance and unforeseen downtime.
- Wi-Fi access is provided only during library business hours and the County may terminate this public services at any time without prior notice.
- Patrons using laptops are responsible for setting up their equipment in order to access the Wi-Fi network. Library staff cannot assist in configuration of patron owned laptops, nor can they provide more than general assistance in getting connected to the Wi-Fi network.
- ICFL assumes no responsibility for the safety of equipment and patrons are advised to keep all their equipment with them at all times.
- Information passing through the ICFL wireless network is not secure and could be monitored, captured, or altered by others. It is your sole responsibility to protect your information from all risks associated with using the Internet. All Wi-Fi users should have up-to-date antivirus software installed on their computers.

- Printing is unavailable through the Wi-Fi network. If a patron desires to print, the file can be saved to a flash/thumb drive or emailed to themselves and printed from a public computer for a nominal fee.
- Patrons using the ICFL Wi-Fi network understand that the network is not to be used for any purpose that violates federal, state or local laws. Users are prohibited from violating software license agreements or infringe on copyrighted material.
- Any attempt to circumvent library procedures or any unauthorized attempt to access or manipulate library equipment will result in permanent disconnection from ICFL's Wi-Fi network.

This agreement is effective December 1, 2016 and supersedes any former agreements.