

### XIII. RULES FOR TECHNOLOGY USE

#### 1. Introduction

- a. In accordance with the First Amendment to the Constitution, in the American Library Association (ALA) approved the document *Access to Electronic Information, Services, and Networks: An Interpretation of the Library Bill of Rights*. This states that it is the Library's ethical responsibility under the Constitution to provide access to information in all formats to all people. This includes Internet access.
- b. The Library supports and adheres to the principles of intellectual freedom. Electronic resources, including the computer and the Internet, are reference tools that supplement the books, periodicals and reference collections.
- c. The Internet is an ever-changing and unregulated medium. The Library does not monitor or have control over information accessed on the Internet. For this reason, the library requires patrons to abide by the rules and policies approved by the DAML Board of Trustees.

#### 2. Rights of Members/Users of the Internet

- a. The Library respects the rights and confidentiality of its members. The DAML does not require membership or identification to use the library computers but requires all patrons to agree to observe the "Rules for Technology Use" when logging into Library computers. To ensure our patrons' privacy, computer log-ins are randomly generated personal identification numbers (PINS).
- b. Users must comply with U. S. copyright law and all other applicable state and federal laws governing information access. Use of the Internet for activities that violate or encourage others to violate local, state or federal laws is prohibited. This includes activities such as viewing child pornography, committing fraud, spreading libel or slander and cyberbullying. Other uses that are considered unacceptable and which constitute a violation of this policy are the following:
  - (1) Uses that violate the law or encourage others to violate the law.
  - (2) Uses that cause harm to others or damage to their property.
  - (3) Uses that jeopardize the security of access of the computer network or other networks on the Internet.
  - (4) Uses that compromise the safety and security of minors when using e-mail, chat room and other forms of direct electronic communications.
- c. Use of the Internet and the World Wide Web cannot be considered secure; therefore members should consider their Internet activity as public information and limit their activities accordingly.

#### 3. Children and the Internet

- a. All members of the Dorothy Alling Memorial Library, regardless of age, have equal access to the materials, information and technology provided by the Library.
- b. It is the responsibility of parents and/or legal guardians to determine what their minor children, and only their children, may use, borrow or access.
- c. Minors are defined in this policy as children and young people under the age of sixteen years.

- d. The library staff is not in a position to enforce parental restrictions within the library. Parents are encouraged to take an active role in their children's use of the Internet.
4. General Use
    - a. Members must leave the computers and software as they found them.
    - b. Computers and printers will be turned on and off by library staff only.
    - c. Computer or printer problems must be reported to library staff immediately.
    - d. Members may reserve time on the computers for the current day only.
    - e. Users are allowed one half hour use per day; and additional time if no one else is waiting.
    - f. Use of the Internet for activities that violate local, state, or federal laws is prohibited.
  5. Software
    - a. The Library cannot be held responsible for any damage or loss of data incurred while using library technology.
    - b. Users may utilize only those programs and services installed on each computer.
    - c. Because of the possibility of introducing viruses to the Library system, users' remote storage devices (RSD) will be scanned by the Library's computers. If a virus is found the RSD may not be used.
    - d. Users may also use CDs sold at cost by the library.
  - e. Any application used must be properly exited upon completion.
    - f. Users may not illegally copy or download any data.
    - g. Users may not work from the DOS prompts.
    - h. Users may not alter any settings, delete or modify any files.
  6. Disclaimers
    - a. While the Library endeavors to provide access to information of the highest quality, the Library specifically disclaims any warrant as to the information's accuracy, timeliness, authoritativeness, usefulness or fitness for a particular purpose.
    - b. The Library will have no liability for direct, indirect or consequential damages related to the use or information access through the Library's Internet service.
  7. Charges
    - a. Any damage to computers or their peripherals by any member will be charged to that member. Parents or legal guardians are responsible for the charges of patrons under age eighteen.
    - b. The first three pages printed in black and white are free; there is a charge of ten cents per page after that. Color printing is forty cents per page.
  8. Sanctions

Users who contravene these rules, or any other rules of the library, may have their library privileges revoked. Appeals may be made to the Board of Trustees.