## Tyson Library Computer & Internet Use Policy

Library patrons may connect to the public wi-fi available through personal devices. Public computers with Internet access are also available. Patrons with active library cards may sign in to our public computers using the full card number on the back of their Evergreen Indiana Library Card as the Patron ID. User's passwords are the last 4 digits of their phone number associated with their library card. Guest passes are available for noncard holders.

The library's public computers are available during regular library hours except when periodic maintenance is requiredor they are being used for a library program.

Access to the public computers is available on a first-come, first-served basis. Patrons using the computers are limited to 60 minutes of use. If no one else is waiting to use a public computer, library staff can grant patrons more time. The computers provide a 5-minute warning before the time runs out, this is when patrons should ask staff for an extension.

Only software registered to Tyson Library may be used on the public computers.

Information including files, images, downloads, and bookmarks cannot be saved on the hard drives of the public computers. Patrons are not permitted to change any computer settings.

Patrons may bring external storage devices into the library for the purpose of saving their work or information made or found while on the library's public computers.

Documents may be printed off the public computers. <u>The cost to print black and white pages</u> is 10 cents per page and the cost to print color is 20 cents per page.

## Inappropriate use of the public computers will result in the user's computer privileges being revoked.

It is not appropriate to use the public computers to access material containing profanity, sexually explicit material, expressions of bigotry or racism or information on the manufacture of illegal drugs, weapons, or bombs.

Use of the public computers to harass others, violate copyright laws, obtain illegal copies, modify data, access passwords of other users, or to misrepresent other users is illegal, as well as inappropriate. Library patrons acting with such conduct will lose their public computer privileges.

Destruction or vandalization of the public computers, including changing any computer settings, will lead to the loss of public computer privileges.

Tyson Library is not responsible for data that is lost, damaged, or stolen while a patron is using the public computers.

Tyson Library is not responsible for any material accessed through the Internet that may be deemed inappropriate by the viewer. This includes information that may be accessed by

minors under the age of 18. Also, Tyson Library claims no verification of information obtained through the Internet.

Library staff members are not computer technicians. They will help when they are able to, but cannot be expected to solve every issue or assist with filling out documents or assisting with online account management (this includes not being able to help with creating or recovering passwords).

Due to the wide range of personal wireless hardware available, library staff will not be able to assist users with personal devices, which includes but is not limited to cell phones, tablets, and laptops. Patrons are expected to know how to configure their personal equipment in order to access the Internet with the library's wireless network.

All public network connections are also subject to the library's Internet filtering software. Parents or designated guardians, who wish to limit or restrict the access of their own children, should personally oversee their use of the Internet and other forms of electronic information while the child is on a public computer at Tyson Library.

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