

## **INTERNET AND COMPUTER USE POLICY**

*Adopted by the Library Board 7 February 1997*

*Revised 2008*

Patrons must check in at the Reference desk to use the Internet and check out when finished. **Usage is limited to 1 hour-subject to availability.** Only one Internet session per day. E-mail accounts are not provided by the library. A library card or a temporary Internet access card is required to check out a workstation. Patrons who have a blocked card will not be allowed on the Internet or Computers until the block is removed.

The Grand Forks Public Library Board is committed to ensuring access to information through technology. Access to digital information is fundamental for supporting continuous lifelong learning. Recognizing its role to provide access to electronic information, the Grand Forks Public Library offers public access to the Internet.

The content of the Internet is not managed or governed by any entity, therefore users may encounter materials they consider offensive. The Library supports both open and guided access to information. Parents and guardians are responsible for monitoring Internet access by children.

The Children's Internet Protection Act (CIPA), passed Congress in 2000 and upheld by the Supreme Court in 2003, requires libraries receiving certain types of federal funding to equip Internet-access computers with a technology protection measure that blocks or filters visual depictions that are obscene, contain child pornography or are harmful to minors. In compliance with CIPA, the library has installed filtering software designed to prevent access to obscenity, child pornography and materials harmful to minors

The software may unintentionally block sites that have legitimate research value and fail to block objectionable content. **FILTERS ARE NOT A GUARANTEE TO BLOCK OBJECTIONABLE CONTENT.**

Illegal use of the Internet is prohibited. Library users may not use the Library's Internet access to view, print, distribute, display, send or receive images, text or graphics of obscene material or material that violates laws relating to child pornography. Library users may not disseminate, exhibit or display to minors materials that are harmful to minors. Other such misuse includes, but is not limited to; ethnic slurs, racial comments, off-color jokes, or anything that may be construed as harassment or showing disrespect for others.

Library users must abide by the Internet and Computer Use Policy as approved by the Library Board.

The Library Board and its employees assume no responsibility for damages of any type arising from the use of Grand Forks Public Library Internet workstations.

The library strives to maintain an environment free of harassment and still maintain sensitivity to the diversity of its patrons. Therefore, the library prohibits the use of computers and the e-mail system in ways that are disruptive, offensive to others, or harmful to morale.

Library staff members are not able to provide in-depth computer assistance but will answer questions and, as time allows, help users locate and use resources on the Internet or on other electronic resources in the library.

Computers, hardware, and software furnished to patrons are library property. Some workstations are designated for use of the Library catalog and its related databases. These workstations are not available for general Internet use. Only one person may use an Internet workstation unless permission is granted from Reference. Any unruly or noisy behavior will result in termination of Internet privileges.

**The library reserves the right to limit the use of the Internet for any reason.**

Staff are empowered to terminate a user session if necessary.

**ILLEGAL ACTS INVOLVING LIBRARY RESOURCES MAY BE SUBJECT TO PROSECUTION BY LOCAL, STATE OR FEDERAL OFFICIALS.**

Patrons who violate this policy will be subject to disciplinary actions, which may include termination of library privileges and criminal prosecution. Violations may result in the loss of computer privileges as follows: 1st violation – 7 days, 2nd violation – 30 days, 3rd violation – up to one year.

**EXTERNAL DEVICES ON PUBLIC COMPUTERS AT GPL**

With the growing portability of technology in today's world, use and access to many data storage and peripheral devices becomes an important part of completing one's activities. Patrons may download to their own storage devices on any Internet Station. Such devices include floppy disks, flash/jump drives (USB keys), etc. Guidelines for usage of these devices:

Floppy

The Library allows usage of normal 3.5" floppy disks in its public computers. The library is not responsible for lost, stolen, or damaged disks, CD-RWs, or flash drives.

CD-ROMs/-RWs

The Library does allow usage of CD-ROMs (Read Only Memory) and CD-RWs (Readable/Writable CDs) in its public computers.

Flash/ jump drives (USB keys)

The Library allows usage of USB drives in its public computers. Also called flash or "jump" drives. Plugging into the electrical sockets is not allowed.

USB Ports

Connecting other types of devices (camera's, media cards) to the computer using the front USB ports is allowed. The Library is not responsible for any damage, loss or destruction of any personal device connected by patrons.

### **Wi-Fi Internet Access December, 2005**

The Library offers free Wi-Fi (wireless) Internet access to patrons bringing in their own wireless-equipped laptops.

What you need to know about using the library's wireless network:

Patrons must read and abide by our Internet Policy.

You are responsible for the configuration of your own equipment.

GFPL staff will not provide any assistance or recommendations regarding configuring or troubleshooting your equipment.

No printing services are available.

Audio output must be muted or directed to your headphones.

The coverage area is approximately the whole building and signal strength and connection speed may vary in some areas.

The SSID is the public name of a wireless network that allows you to connect to the network. Currently, **library** is the SSID name that patrons can use to gain access to the internet. This is the only wireless network that patrons can connect to.

A wireless connection is less secure than a wired connection.

You are responsible for understanding the risks. Grand Forks Public Library **cannot assure the security** of your data when you use any of the publicly available PCs or the wireless network.

This service is made possible through library funds.

The library reserves the right to limit the use of the Internet for any reason.

Patrons who violate this policy will be subject to disciplinary actions, which may include termination of library privileges and criminal prosecution.