

Computer, Internet Access and Safety Policy

The Rolla Public Library provides access to internet-enabled computers and devices as well as wireless internet as part of its commitment to meeting the informational needs of the community. The Library has no control over the information accessed through the internet and cannot be held responsible for its content. The internet is a worldwide community with a highly diverse user population and it is the public's responsibility to use this resource wisely.

Library computer users must respect the rights of others and take care with use of the Library's equipment. Computer and internet settings may not be changed. Computers and the wireless internet may not be used for any fraudulent or unlawful purpose, including any activities prohibited under any applicable federal, Missouri, or local laws. Violation of current Missouri law (Missouri Revised Statutes 573.010 and 573.060) in regards to accessing and displaying pornography and/or obscene materials will result in suspension of computer privileges. All computer and wireless users must abide by the Library's internet service providers' use agreements.

The Library filters access to pornographic and sexually explicit websites from all computers as required by Missouri Revised Statute 182.827. The Library fully complies with the Child Internet Protection Act Pub. L. No. 106-554. Filtering software is not guaranteed to protect a child from access to information that a parent/guardian finds inappropriate.

Adults age 18 years and over may request that filtering be disabled for bona fide research purposes. Library staff will filter, monitor, and/or restrict internet use to protect the integrity of the network.

The Library protects patron privacy in every way possible, but cannot guarantee confidentiality on the internet. Users should use best practices and caution regarding their private information as public computers are accessed by multiple patrons every day. Patrons handling financial transactions or other confidential tasks do so at their own risk. Rolla Public Library is not responsible for the privacy practices or security of any websites accessed by users.

Library computer users are responsible for complying with copyright law and adhering to software licensing agreements, as well as all local, state and federal laws. Use of the Library's internet connection in an illegal, disruptive, or destructive manner is not allowed.

Library computer users must not attempt to gain unauthorized access to restricted files or networks, to damage or modify Library owned devices or software or to intentionally download or save items to Library owned devices.

Rolla Public Library has established **Computer Use Guidelines** that govern the amount of time an individual may use the computer, printing procedures, technology support available from library staff, as well as other technology related rules. Users agree to and must abide by these guidelines. Access to public computers may be revoked for failure to abide by the rules listed in this policy as well as those specified in the **Computer Use Guidelines**.

(Adopted by the Board of Trustees August 2022)

Computer Use Guidelines

The Rolla Public Library provides access to internet-enabled computers and devices as well as wireless internet as part of its commitment to meeting the informational needs of the community. The freedom of access to information is a fundamental right, but use of library equipment is a privilege. Users will respect the rights of other computer users, Library patrons, and staff in keeping with general Library policies. Access to any public computers or devices may be revoked for failure to abide by the general Library policies, the rules listed in the **Computer, Internet Access and Safety Policy**, as well as those specified in the below guidelines.

Eligibility-

All patrons wishing to use the public computers in the library must have a current Rolla Public Library card with no fines or receive a guest pass by showing a picture ID. Names will be checked for past fines in the library database before issuing a guest pass. (Exceptions may be made by library staff depending on circumstances.) Children under the age of 10 must be accompanied by an adult when using the public internet-access computers. Parents and/or guardians are responsible for the online resources accessed by their minor children.

Time Limit-

There is a two hour a day time limit for cardholders and a half hour a day time limit for guest passes. These sessions may be extended upon request by library staff depending on circumstances.

Printing-

There is a .25 charge for each page printed from the public computers, this includes b/w and color printing. Users may select the two-sided printing option for the same price per page.

Courtesy-

Patron computers are located in public spaces. We ask users to be mindful and courteous of surrounding patrons of all ages. Headphones are available at each computer and we require their use if patrons are accessing resources that utilize sound.

Display of sexually explicit graphics or material that may be reasonably offensive to others is inappropriate for a public space and is prohibited.

Library staff may request that users cease accessing resources that threaten the safe and comfortable environment of the Library or interfere with the conduct of Library business.

Staff Assistance-

Library staff members are available to troubleshoot basic problems, but are generally not available for one-on-one technology instruction and cannot give in-depth instruction on the use of the computers, software, or the internet. If users have the need for technology instruction, they should let the library staff know ahead of time, if possible. There are many quality tutorial videos online to which we can direct them.

Compliance-

Failure by the user to comply with the Library's **Computer, Internet Access and Safety Policy**, **Computer Use Guidelines** or misuse of any of the Library's networks, computers or devices may result in the loss of computer, network or device access privileges, potential loss of Library privileges, and possible criminal prosecution.