



## Alexandria-Monroe Public Library Internet and Computer Use Policy

The Alexandria-Monroe Public Library provides internet access to the public in accordance with the following policy:

The Alexandria-Monroe Public Library offers access to the Internet and therefore the library reserves the right to monitor all use of the Internet. The library offers access to the internet in response to advances in technology and to the changing information needs of the community. Internet access is one of many components of the library's resources designed to meet the educational, informational, and recreational needs of the community. The library reserves the right to implement procedures and protocols to ensure equitable access to computer workstations for all library users.

The Internet contains a wide variety of material and opinions from many points of view. Some sites accessible via the Internet may contain material that is inaccurate, defamatory, illegal, or potentially offensive to some people. Adult users are responsible for determining that information they access is suitable to their needs and that it conforms to established library policy. **As for minor children, the library strongly maintains that parents, guardians, or care givers are solely responsible for their children's use of and/or exposure to the internet through the library's connection. Therefore, library staff will not actively monitor children's use of the internet.**

In offering Internet access, the library cannot control links and sites that often change rapidly and unpredictably. The Alexandria-Monroe Public Library utilizes filtering software on its computers and servers to protect against visual depictions of obscenity, child pornography, and other materials harmful to minors. While the library attempts to prevent direct access to material that would not be generally acceptable in a public library, it is technically impossible to prevent access to all objectionable material. **Again, parents, guardians, or care givers must assume responsibility for their children's use of the Internet at the library.**

Library staff may disable the filtering software for an adult desiring access to sources for bona fide research or other lawful purpose that is not prohibited by the Alexandria-Monroe Public Library's criteria for unacceptable use.

## **UNACCEPTABLE USE**

The use of the Internet through connections or equipment provided by the Alexandria-Monroe Public Library is a privilege. Unacceptable use, as determined by the library, may result in disciplinary and/or legal action. Unacceptable use includes, but is not limited to:

1. Accessing, transmitting, uploading, downloading, or distributing material or language that is pornographic, obscene, abusive, sexually explicit, harmful to minors or child pornography; or use for any purpose that violates applicable federal, state, or local laws.
2. Interfering with or disrupting other computer users, services, or equipment.
3. Attempting to gain or gaining unauthorized entry to other computers, networks, information, or communications devices or resources.
4. Malicious, threatening, harassing or obscene behavior. Obscene behavior includes public display of obscene materials on computer monitors or in hard copy.
5. Unauthorized tampering with computer hardware or software.
6. Minors shall not disclose personal identification information on the Internet.

The library has established the following guidelines for internet workstation use:

- Users must sign in at the workstations and conform to established time limits.
- The library does not offer email accounts to the public.
- Library staff cannot provide assistance in the accessing or utilization of sites where private user information may be inadvertently disclosed or where goods and services are purchased or exchanged. Third party sites include, but are not limited to, sites relating to auctions, banking and finance, e-commerce, legal matters, coupons and shopping, taxation, travel, unemployment, or any other site where staff may inadvertently be made privy to private user information or where financial and/or monetary transactions are made.
- The Alexandria-Monroe Public Library assumes no responsibility for any damages, direct or indirect, arising from the use the Internet in general and third party sites in particular.
- Library staff can provide very limited assistance for users accessing the Internet or utilizing the various applications on the workstations. However, the library offers one on one training sessions on a variety of computer and technology related topics. Interested patrons are encouraged to arrange for these training sessions with the Assistant Director.
- The library has no authority to issue any accreditation, certification, or representation of any kind to users who have completed a computer training session.
- Violation of this policy may result in a possible loss of computer use privileges, library privileges in general and/or expulsion from the library.