

COMPUTER USAGE POLICY

Purpose: To ensure appropriate use of Computer resources within the Library.

Policy: The Library provides workstations for free public access to the Internet as an informational, educational and recreational resource. Use of the Internet via the Library's wireless network is also bound by this policy as well as by the Library's separate *Wireless Internet Policy*.

Use of electronic information resources, including the Internet, must be legal, responsible and ethical, consistent with the purpose for which these resources are provided. This includes:

- Using resources for educational, informational and recreational purposes only, not for unauthorized, illegal or unethical purposes.
- Respecting the privacy of others by not misrepresenting oneself as another user;
- By not attempting to modify or gain access to files, passwords, or data belonging to others;
- By not seeking unauthorized access to any computer system or damaging or altering components of any network or database.
- Respecting the privacy of others by not interfering with their use.
- Making only authorized copies of copyrighted or licensed software or data.
- Not sending, receiving, or displaying text or graphics that may reasonably be construed by Library staff as offensive to the public.
- Not making unauthorized changes to the setup or configuration of Library software or hardware.

The Library assumes no responsibility for the use of the Internet by children. Subject to the above restrictions, it is the responsibility of the user (or the parent, guardian or caregiver) to determine what is appropriate. Library staff assumes that those under age 18 have parental permission to use Library resources, including the Internet. A parent or guardian not wishing their child access to the computers, may arrange this in person at the Circulation Desk. The Board *encourages* parents/guardians to supervise their children's Internet sessions to ensure appropriate and safe access and *requires* the parent to physically accompany children who have not yet reached fourth grade while they use the Internet.

The Library staff cannot control specific information on the Internet. Libraries do not vouch for or endorse either written material in their collections or electronic information. Selection policies that govern the Library's purchase of written materials may not apply to electronic resources. The Library is not responsible for accuracy or suitability of any information obtained by use of the Internet or the Library's network. The Library is not responsible for any damage or injury whatsoever as a result of using the Library's network or accessing the Internet including without limitation, financial loss or damage to equipment.

Library staff may impose restrictions, such as time limits or types of use, on library equipment. Public Computers are available for the use of Babylon Public Library Cardholders in good standing. Patrons will be asked to present their library card in order to use the computers. Non-residents and non-cardholders will have use of computers as time and space permits.

The Library staff reserves the right to monitor use of computer workstations to ensure compliance with this policy. The Library staff may ask users to remove themselves from Library equipment if they observe behavior in conflict with this policy. Misuse or abuse of computers or Internet access may result in suspension of Library privileges.

Adopted 01/14/08

Amended 04/16/08

Reconfirmed 7/09/19