

Computer/Internet Use Policy and Guidelines

Patrons with a library card in good standing have access to log into a computer and can do so with their library card number. Patrons without a library card will provide identification and be issued a guest pass at the front desk. Library equipment or computers are on a “first come, first served” basis. Patrons may be asked to limit time on the computer to sixty (60) minutes if all computers are in use and there are patrons waiting to use a computer. The maximum time per day is three (3) hours. Sessions will end five (5) minutes before closing. A maximum of two (2) people is permitted at the same computer.

Copyright laws forbid duplication of copyrighted software. The Library restricts the use of personal software on library computers. Do not download or save information onto library computers.

Rates for printing using the library printer are as follows:

<u>Standard - 8.5 x 11</u>		<u>Larger Paper – 8.5x14 or 11x17</u>	
Black and white	\$0.20/side	Black and white	\$0.35/side
Color (any)	\$0.50/side	Color (any)	\$1.00/side

The Odell Public Library does not monitor or control information accessed through the internet and will not be held responsible for its contents. Parents wishing to control the materials to which their children are exposed are expected to provide sufficient supervision of the children to accomplish this. Restriction of a child’s access to the internet and its contents is the responsibility of the parent or guardian.

Not all sources on the internet provide accurate, complete, or current information. The Odell Public Library disclaims any warranty as to any information’s accuracy, authoritativeness, timeliness, usefulness or fitness for a particular purpose. The Odell Public Library will have no liability for any direct, indirect, or consequential damages related to the use of information gleaned from the internet.

Users may not

1. Make any attempt to damage computer equipment or software.
2. Make any attempt to alter software configuration.
3. Make any attempt to cause degradation of system performance.
4. Use any library computer for illegal or criminal purpose.
5. Violate copyright laws or software licensing agreements in their use of library computers.
6. Engage in any activity, which is deliberately and maliciously offensive, libelous or slanderous.
7. Install or download any software.

Misuse of the computer or internet access will result in loss of computer privileges.

Adopted 8/5/15

Updated and Adopted 9/13/2017

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