Argyle Free Library: Computer & Internet Use Policy

POLICY STATEMENT

To fulfill our mission, Argyle Free Library (AFL) provides computers and internet access at no charge for patron use. This policy is designed to provide users with information concerning the internet access and computer equipment in the library and to establish ground rules for their use. Privacy and confidentiality of patrons' use of AFL computers and internet access is in accordance with the AFL 'Confidentiality of Library Records' policy, available on the AFL website (http://argylelibrary.sals.edu/).

REGULATIONS

1. The Argyle Free Library public computers and internet are available to all members of the public.

2. Library staff will assist patrons with logging into a library computer. If patrons desire additional support with library computers or wireless access, notify the library staff. If enough patrons desire assistance that the library staffs are unable to provide, the library staff may be able to arrange a class for the desired skills.

3. While the Library will make every effort to ensure that the use of the Internet is consistent with this policy, parents are encouraged to work closely with their children.

4. The computers are available on a first-come, first-served basis. If someone is waiting to use a computer, a 30-minute time limit is imposed.

5. The Argyle Free Library reserves the right to require individuals to discontinue the display of information and/or images which could cause a disturbance in this, a public building.

6. Individuals are required to use headphones if their computer or internet usage generates sounds which may disturb other library patrons.

7. Failure to use the computer station appropriately and responsibly may result in revocation of computer privileges. Examples of inappropriate use include, but are not limited to, the following:
   a. Any attempt to damage computer equipment or software.
   b. Any attempt to alter software configurations.
   c. Use of any library workstation or internet access for any illegal or criminal purpose.
   d. Violation of software license agreements and copyright laws
   e. Attempting to modify or gain unauthorized access to files, passwords or data belonging to others
   f. Engage in any activity which is deliberately or maliciously offensive, libelous, or slanderous.
   g. Violation of another user's privacy.
   h. Install or download any software or files onto a library computer, or run any executables from a USB drive.

8. Users may download files to their personal USB drive that has been inserted into a Library computer's USB interface. The library staff has extra thumb drives available for purchase.

9. Printing is not available from wireless devices. Black & white printing is available from Library computers at $0.10 per page.

Adopted: 9/24/14

Violations may result in loss of access. Unlawful activities will be dealt with in a serious and appropriate manner. Financial restitution will be required from patrons who cause damage to the equipment through ill-usage.

Adopted: 9/24/14