

Cornwall Public Library

Computer Use & Internet/Wireless Usage Policy

To fulfill its mission of providing public access to information of all types in a wide range of formats, Cornwall Public Library provides access to computers and the Internet.

1. Patrons wishing to use CPL computer equipment must have a valid library card in their own name with fines under \$10. Those who are not eligible for a library card must show valid picture ID and may be issued an Internet Only card.
2. Patrons may call the Information Desk to reserve computer time in advance.
3. Patrons who fail to log in to a computer promptly at their scheduled or reserved time risk forfeit of their allotted time.
4. No more than two (2) patrons can work at each computer station.
5. Computer equipment work stations are for computer work only.
6. Patrons are allowed to use Universal Serial Bus (USB) ports on the CPL computers. Such use is restricted to accessing, e-mailing and printing files; installing software or executable files is not allowed. Patrons may use their own USB drives or may purchase a USB drive from the library. Patrons are not allowed to save files to the Library's computer hard drives.
7. Patrons are responsible for any damage to computers and for loss of materials.
8. Library staff may provide limited instruction and assistance to patrons using Library computers if staffing permits. Extensive instruction is not available on a walk-in basis.
9. Patrons should report any computer or software problems to the Information Desk. Misuse or abuse of the Library's computers will result in immediate suspension of computer privileges.
10. Extended computer time cannot be granted if others are waiting to use the computers.

The Internet is an unregulated medium offering a wealth of valuable information that is personally, professionally and culturally enriching to individuals of all ages. However, some information found on the Internet may be inaccurate, incomplete, dated, or offensive to some individuals. Library patrons use it at their own risk. The Library is not responsible for the content of the Internet, changes in content of the sources to which may link the Library's home page, or for the content of sources accessed through secondary links. CPL does not censor access to materials or protect patrons from information that may be found offensive.

All patrons must agree to the Library's Computer Use & Internet and Wireless Use Policy in order to use Library computers; parents or legal guardians must sign a Computer Use Agreement form to allow children under the age of 16 to use the Internet. Parents or guardians, not the Library or its staff, are responsible for the Internet information selected and accessed by their children. Parents are advised to supervise their children's Internet information. We strongly urge parents to discuss appropriate and inappropriate use of the Internet with their children. Children under the age of 11 years old may be asked to use the computers in the children's area instead of the computers in the adult computer area. People age 13 and older are prohibited from using the computers in the children's area unless they are a parent, sibling, or caregiver of a small child who is using resources in the children's area of the Library.

Abuse of the Internet on Library computers will result in immediate suspension of Internet access privileges. The following uses of the Internet on Library computers are considered inappropriate and are prohibited.

1. Transmission of defamatory material;
2. Unauthorized copying of copyrighted material;
3. Plagiarism
4. Receipt or transmission of obscene material; which shall mean any material in written, pictorial or other form concerning sexual or excretory organs or actions that appeal predominantly to the prurient interest of adults, which is patently offensive to the prevailing standards in the adult community as a whole and without redeeming social value;
5. Receipt or transmission by or to a minor of material indecent to minors; which shall mean any material in written, pictorial, or other form concerning sexual or excretory organs or actions that appeal predominantly to the prurient interest of minors, which is patently offensive to the prevailing standards in the adult community as a whole and without redeeming social value to minors;
6. Destruction or alteration of another's materials or files; vandalism of equipment; or, tampering with the Library's computer hardware or software;
7. Patrons using the Library's computers and/or accessing the Internet agree to comply with all local, State and Federal laws.

Failure to utilize the Library's computers or Internet access appropriately may result in revocation of Library privileges. Unlawful usage may also result in criminal and/or civil proceedings.

Approved by Cornwall Public Library Board of Trustees 8/17/2012