

CHAPTER 5

COMPUTER USE AND INTERNET ACCESS POLICY

The Montauk Library provides computers and Internet access for educational, information and recreational purposes. The Library makes no warranty, expressed or implied, for the timeliness, accuracy or usefulness for a particular purpose of information accessed via the Internet. Patrons must accept this Computer and Internet Policy in order to access the computers and Internet.

ACCESS:

- 1) Use of the Library's computers and the Internet is free to the public.

- 2) Library computers must be used in a responsible manner, respecting the rights of other users.
 - 3) The Children's Internet Protection Act (CIPA) is the federal law that requires all computers in the public library to be filtered if that library accepts any federal funds for computers used for Internet access (Supreme Court decision: *No.02-361(June 23, 2003)*). The Montauk Library complies with the requirements of CIPA. All computers, devices and Internet access in the Montauk Library are filtered.

 - 4) Children 's computers and devices do not have basic Internet access. They are designated for patrons birth- nine years old. Parents or legal guardians are responsible for monitoring their children's Internet and computer use. Restriction of a child's access to the Internet or computers is the responsibility of the parent or legal guardian.

 - 5) Teen computers include Internet access. They are designated for patrons ten-seventeen years old and require a library card to sign in.

 - 6) Patrons may listen to audio content providing they use headphones. Those accessing adult computers must bring headphones or purchase earbuds from the library. Earbuds purchased through the library may not be returned after use.

 - 7) Patrons may use personal USB flash drives or may purchase USB flash drives from the Library. USB drives purchased through the library may not be returned after use. The Library is not responsible for damage to disks or loss of data that may occur while using Library computers.

- 8) Users may not:
- a. Damage or make any attempt to damage computer equipment or software.
 - b. Alter or make an attempt to alter computer or Internet configurations
 - c. use Library computers for illegal or criminal purposes, including accessing unauthorized networks, communication services or resources, or to display pornographic or obscene matter.
 - d. Engage in activity which is harassing, libelous or defamatory.
 - e. Invade the privacy of others or make any attempt to modify or gain access to files, passwords, or data belonging to others.
 - f. Install or download any software.
 - g. Misrepresent oneself as another user.
- 9) Library staff may give patrons limited and reasonable assistance with computer usage. Patrons are expected to have basic computer knowledge

SESSIONS:

- 1) All computers and devices are available on a first come, first served basis. If all are in use, patrons will be added to a waiting list.
- 2) Sessions on adult and teen computers are 60 minutes each. A reminder message will automatically appear at 15 minutes before the session logs off. If all computers are not in use, a patron may ask to extend the session. Sessions on children's computers are 30 minutes each. Children's Launchpads must be checked out at the front desk by an adult. They are for in-Library use only.
- 3) Adult and Teen computers and Chromebooks are available to patrons with a valid Montauk Library card or a card from another member library of the Suffolk County Cooperative Library System. Visitors may request a visitor computer pass to log onto computers and devices.
- 4) Adult and Teen patrons are responsible for logging off at the end of their session. Logging off deletes any saved work, and also clears web browser cookies ensuring patron security. The Library is not responsible for patrons who fail to log off. Children's computers will reset automatically after 30 minutes.
- 5) Patrons who require more than 60 minutes of computer time on the Mezzanine level (taking an exam, writing a paper, etc.) may request a time extension at the start of their session. Time extensions are granted at the discretion of library staff and subject to computer availability.

WIRELESS INTERNET ACCESS SERVICE:

- 1) Public Wi-Fi is available throughout the library building and property.
- 2) The Library is not responsible for viruses or any other intrusive software patrons' devices may be exposed to while using the Library's wireless Internet access.
- 3) The Library is not responsible for service interruptions during patron wireless Internet access.

In no event will the Montauk Library have any liability for lost profits, for any direct or indirect special, punitive or consequential damages, or a liability to a third party even if the Library is advised of the possibility of such damages arising from the use of its computers or Internet. Users assume all associated risks and agree to hold harmless the Library for any personal information that is compromised, or any damage caused to users' hardware or software due to electrical surges, security issues, viruses, hacking or otherwise.

*Adopted by the Montauk Library Board of Trustees
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