

Computer Acceptable Use Policy
TAYLORVILLE PUBLIC LIBRARY

The Taylorville Public Library has computers available to serve the educational, informational, and recreational needs of the community

Utilization of the computers and network connections (including wireless connectivity) for any purpose constitutes acceptance of the terms of this Computer Acceptable Use Policy. Users are personally responsible for their acts or omissions in connection with this policy.

Violation of this policy may result in revocation of utilization privileges and/or immediate termination of the violator's relationship with the Taylorville Public Library and could lead to civil or criminal prosecution.

The Taylorville Public Library is authorized by anyone using the computers to cooperate with any governmental and/or civil authorities in prosecutions of any criminal and/or civil matter against any person who violates this policy. This may include any records, information, data, images, communications, recordings, or other evidence in the custody of, or accessible by, the Taylorville Public Library which are requested by governmental or civil authorities through subpoena, court order, or process.

All users of the computers or the internet agree to hold the Taylorville Public Library harmless from any and all claims, losses and damages, obligations and liabilities, directly or indirectly relating from the use of computer equipment, peripherals, and network connections, caused thereby or there from arising. In no event shall the Taylorville Public Library have any liability for lost profits or for indirect, special, punitive, or consequential damages or any liability to any third party, even if the Taylorville Public Library is advised of the possibility of such damages.

Information accessible from the internet is not generated by the Taylorville Public Library and is not necessarily accurate, authoritative, complete, or current. Material on the internet is not pre-screened, monitored, censored, endorsed or ratified by the Taylorville Public Library. The Taylorville Public Library waives any responsibility for content accessible from the internet.

Due to the right and need for the Taylorville Public Library to monitor compliance with this policy, utilization of the computers that requires privacy of any kind for any purpose is not supported and is prohibited.

Any person utilizing the computers understands and agrees that they are specifically waiving any expectation or right to privacy in their communications, data, programs or other personal information stored, displayed, accessed, communicated, published or transmitted on computers.

The following rules and regulations will govern use of all computers:

ACCESS

1. The Taylorville Public Library has two (2) designated computer areas, one (1) for adults, and one (1) for youth.
2. Adult computers can only be used by patrons who are eighteen (18) years of age or older.
 1. The only exception to this is when a parent or guardian needs their child to sit with them while they use the computer. The child must sit directly next to their parent or guardian, and the parent or guardian must monitor their computer use at all times.
3. Youth computers can only be used by patrons who are seventeen (17) years old or younger.
 1. Youth between the ages of sixteen (16) and seventeen (17) years old need no permission to use the youth computers
 2. Youth between twelve (12) and fifteen (15) years old must have a signed waiver from a legal parent or guardian on file at the Taylorville Public Library before computer use will be granted.
 3. Youth eleven (11) years old and under must be accompanied by, and monitored by an adult while using a computer.
4. The Taylorville Public Library recognizes that the internet may contain material that is inappropriate for children. Parents are expected to monitor and supervise their children's use of the internet. Library staff is unable to monitor children's computer use. Parents are encouraged to discuss with their children issues of appropriate use and electronic information safety.
5. Under no circumstances may an adult use a youth computer or a youth use an adult computer. See SCHEDULING for more information.

WIRELESS (WiFi)

Patrons wishing to access the library's wireless network must follow the library's established policies, guidelines, and regulation. The only exception being, there are no restrictions related to age for patrons who wish to access the library's wireless network with their own personal devices. It is not possible for the library staff to monitor the use of personal devices both inside and outside the building, and therefore, it is once again the responsibility of parents to inform and monitor their child's internet use.

FILTERING

1. The Taylorville Public Library supports the public's right to a free and open use of the internet and does not use filtering software on any patron computers.

SCHEDULING

Computers are available on a first-come, first-served basis unless designated as a reserved terminal. Computers are available in one (1) hour time slots. After one (1) hour, the patron who has been on for the longest duration of time may be asked by a staff member to finish what they are doing in a reasonable amount of time (no more than 5 minutes) so that the next patron in line can use the computer. Once a patron is removed from a computer, they must wait until there is both a spot open and there is no one on the waiting list, or, if after a period of one (1) hour there are still no open spots, the patron may write their name on the waiting list. There is no limit to the number of 1-hour time slots that a patron can use in a single day. Limitations may be subject to change without notice.

SOFTWARE

1. The Taylorville Public Library provides selected software and printers. The software shall be designed for informational, educational, or recreational uses. No other software may be installed, downloaded, used, or copied to the computers.
2. Saving user files on the computers is not permitted. User files may be saved to a storage device.
3. The library is not responsible for damage to the user's disk or computer, or for any loss of data, damage, or liability that may be incurred from the customer's use of the library's computers.
4. The software provided by the library for public use is protected under U.S. Copyright Law. Patrons are forbidden to make copies of software for any reason or purpose. (Title 17 U.S. Code)

PRINTING

Patrons are responsible for the prints they initiate and will be expected to pay for all printing, except for those that are incomplete, unreadable, or low quality.

SUSPENSION OF USE PRIVILEGES

1. Suspension of use privileges shall be at the sole discretion of the Taylorville Public Library staff. The supervisor in charge may use their judgment in denying the use of the computer to individuals or groups.
2. Any abuse or misuse of the computers, associated hardware, internet, or library software will result in suspension of use privileges. This includes, but is not limited to, copying library software; uploading, downloading, or installing any software to the computers; attempts to access or change set-up programs, resources, features, contents or controls of the computers; or utilization of any resource causing damage to or altering the operations, functions, or designs of the computers.
3. Use of computers is for educational, informational, and recreational purposes only. Any utilization which is illegal, criminal, or unethical or infringes on the rights or liberties of another is strictly prohibited.
4. Utilization of the computers to access, view, print, store, transmit, disseminate or sell any information protected by law or subject to privilege or an expectation of privacy is strictly prohibited.
5. Utilization of the computers involving communications, materials, information, data, or images that are obscene, pornographic, threatening, abusive, harassing, discriminatory, antisocial, or in violation of any other policy of the Taylorville Public Library is strictly prohibited.
6. Utilization of the computers involving communications, materials, information, data, or images that violate laws of child pornography is prohibited, and will promptly be turned over to the local police department.
7. Utilization of the computers which causes or permits materials protected by copyright, trademark, service mark, trade name, trade secret, confidential or proprietary data and information, or communications of another to be uploaded to a computer or information system, published, broadcasted, or in any way disseminated without authorization of the owner is strictly prohibited.
8. The library will actively seek to prohibit the use of internet resources by those individuals prohibited by law, court order, conditions of parole or pardon, or other legally binding restriction. This may include identification of users on parole, probation, or list of sexual predators.