

**Dvoracek Memorial Library
Wilber, Nebraska**

Computer and Internet Use Policy

Purpose Statement

The Dvoracek Memorial Library provides public access computers and access to the Internet as a means of providing information beyond the confines of its own collection. All Internet and computer resources accessible through the library are provided equally to all users, with the understanding that it is the individual user's responsibility to demonstrate judgment, respect for others, and appropriate conduct while using public library resources and facilities. All public access computers in the library are unfiltered. Parents and guardians of minor children are responsible for their children's use of the public access computers. Parents who believe that their children cannot responsibly use the library's Internet access are requested to monitor their children's Internet use.

WiFi Information

Free wireless Internet access is available in the library. Your wireless device will need to have 802.11b or 802.11g wireless networking. We have tried to make wireless access as available as possible in our library, but you may encounter some "dead" spots where wireless reception may be limited. If you have trouble accessing the Internet or staying online please move to a different location within the library. The library's wireless network is not secure. Information sent to and from your wireless device may be captured by anyone else with a wireless device and the appropriate software. Library staff is not able to provide technical assistance and no guarantee can be made that you will be able to make a wireless connection. The library assumes no responsibility for the safety of equipment or for notebook/laptop computer or other wireless device configuration, security, or data files resulting from connection to the library's wireless access. By choosing to use this free service you agree to abide by the *Rules of Conduct*.

A laptop computer, projector and screen are available for individual or group use in the Stastny Meeting Room. These items are not available for check-out.

Rules of Conduct

1. Internet computers will not be used for illegal activity, to access illegal materials, or to access materials that by local community standards would be obscene.
2. Installation, downloading, or modification of software is prohibited.
3. Users will respect copyright laws and licensing agreements.
4. Users will not make any attempt to gain unauthorized access to other user profiles, restricted files or networks, or to damage or modify computer equipment or software.
5. Library users and anyone listed on their registration may be denied use of the computer if they have unpaid fines or overdue books.
6. All users must enter their first name or initials, and the beginning and ending time of their session, on the computer log at the circulation desk. The log is used for statistical reports, NOT for identification of users.
7. Computer sessions will be limited to thirty minutes. The librarian may allow additional time if there is no one waiting to use the computer.
8. If all computers are in use, please enter your name on the log, leave the time blank, and tell the librarian that you are waiting for a computer to be available.
9. The librarian may establish the number of access sessions available per day, per user; such limitations will be dependent on demand for computer use.
10. It is the user's responsibility to pay for all pages printed from the computer at the conclusion of his/her session.
11. By mutual agreement, two persons may share one access session as long as their behavior or conversation does not disturb other users or library staff.
12. Users will respect the privacy of other users and will refrain from attempting to view or read material being used by others.

Termination or prohibition of user access

When library employees believe that the user has failed to comply with the *Computer and Internet Use Policy* and/ or the *Rules of Conduct*, they are authorized to terminate any user's access session or to prohibit a user from subsequent access sessions for up to two weeks from the date of informing the user of that action. After a hearing before the Library Board of Trustees, a user may be permanently barred from computer use at the library.