

Computer and Internet Access Policy

The Oakes Public Library provides access to the Internet as part of its mission to provide the citizens of Oakes and surrounding areas with educational and informational resources.

All users of electronic information resources such as the Internet are expected to use these resources in a responsible manner, consistent with the purposes for which they are provided. Users are expected to comply with the following rules:

- Using resources for educational, informational, and recreational purposes only; the resources should not be used for illegal, unauthorized, or unethical acts.
- Respecting the privacy of others by not misrepresenting oneself as another user; by not attempting to modify or gain access to files, passwords, or data belonging to others; by not seeking unauthorized access to any computer system, or damaging or altering software components of any network or database.
- Further respecting the privacy of others using public access workstations at the Oakes Public Library by not interfering with their use.
- Not sending, receiving, or displaying text or graphics which may reasonably be construed by library staff as creating a hostile, offensive or disruptive environment.
- Not making any changes to the setup or configuration of any software or hardware or using Oakes Public Library terminals to spread viruses.
- Not exceeding time limits established by library director.
- Any behavior which is disruptive or which hinders use of public Internet stations by others is prohibited. This includes, but is not limited to, loud or boisterous behavior, verbal or physical harassment, drunkenness, and congregating in large groups.

Failure to comply with these rules will result in the loss of computer and/or library privileges. Free computer use at the library is a privilege not a right.

The Library complies with all Federal and State laws governing the use of computers in libraries, including the guidelines established by the Children's Internet Protection Act (CIPA). Although the Library provides filtering to keep children safe, the Library has no control over the information accessed through the Internet and specifically disclaims any warranty as to the information's accuracy, authoritativeness, timeliness, usefulness and fitness for a particular purpose. The user must determine whether the information is accurate, useful, and trustworthy. Misuse should be reported to staff.

As with other Library materials, guidelines for a young person's access to the Internet is the responsibility of the parent/legal guardian. Prior written authorization is required for all computer users under the age of 18. Written authorization for a minor must be signed in the presence of a Librarian and will be kept on file at the Library. Again, the Library complies with all federal, state, and municipal laws governing the use of computers in libraries, including the guidelines established by the Children's internet Protection Act (CIPA) in order to be compliant and to be eligible for grants.

Headphones are available and may be checked out with a library card or Driver's license from the front desk for use in the computer lab.

As with all formats of information, patrons must respect copyright laws and licensing agreements and abide by general rules of acceptable Internet conduct. Acts or behavior not in compliance with the Library's Computer Policies will result in revocation of the user's computer privileges.

Because the Oakes Public Library has a secure computing environment, software and hardware, including some media players and plug-ins, cannot be installed on the library's computer terminals. The Oakes Public Library staff is

unable to install software and hardware that has not been approved or purchased by the library with the purpose of being installed on the public workstations.

The Oakes Public Library is not responsible for data that is corrupted or lost while using the workstations. Customers use the equipment at the Oakes Public Library at their own discretion.

Use of computers will end fifteen minutes before closing time each day.

Due to the emerging nature of these services, policies are subject to change without notice and at the Library's discretion.

Approved 3/18/20 by Library Board of Directors