

8. Internet Use and Access

All users of electronic resources are expected to use these resources in a responsible and ethical manner consistent with the standards and rules of the library and the community.

8.1 Choosing and Evaluating Resources

The library offers access to the Internet as an electronic means of reaching ideas and information and greatly expanding its information services beyond the traditional collection and resources. Because of this, the library is recognized by the New York State Department of Education as an Electronic Doorway Library.

The Internet provides access to many valuable local, national and international sources of information. However, not all sources on the Internet provide accurate, complete or current information. The library cannot control the accuracy of information, the validity of the information, availability of links, nor the availability of materials that some may find offensive. A user is responsible for evaluating the validity of the information for himself/herself.

Library users access the Internet at their own discretion and are responsible for any access points they reach.

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8.2 Rules Governing Use:

1. A first-time user must hold a valid library card with no charges outstanding against them in the North Country Library System. Non-resident users must show identification and will be issued a temporary library card prior to signing up for computer usage
2. A user must sign and date a user agreement form in order to use the computers
3. Access to the computer is obtained by checking out a computer using the library's reservation system.
4. Time is limited to one sixty (60) minute session.
5. A user may sign up for a second session if no one is waiting.
6. A user is limited to a maximum of two (2) sessions per day with a limit of no more than two (2) hours per day.
7. Use is limited to a maximum of two (2) people per computer per session.
8. A user may save files or download data to a disk or thumb drive. **NO PROGRAM FILES ARE TO BE DOWNLOADED TO THE LIBRARIES HARD DRIVE.** A user may provide his/her own disk or thumb drive. Storage cards are available at the circulation desk for one (1) dollar.
9. Staff members do not and cannot have complete knowledge of Internet content and may not be familiar with the sites you wish to access. Because of library scheduling, Internet—trained staff may not always be available. Individual tutoring is available by appointment made in advance with a volunteer computer tutor.
10. The Library is a public place which is not appropriate for viewing materials that may not be suitable for other patrons to see. The Library staff reserves the right to remove such materials from the computer and to instruct the patron to refrain from seeking similar sites.
11. The user is responsible for choosing the sites they access through the Internet and for using these resources in an appropriate manner
12. Payment for copies printed during their internet session must be made at the end of their session. Black & white copies are 15 cents per page. Color copies are 25 cents per page.
13. A user must **RETURN ALL printer OPTIONS TO ITS DEFAULTS** if he/she has altered them while printing so that other Internet users will not be inconvenienced.
14. The Library does not provide users with e-mail accounts. You may create a personal e-mail account at several free sites on the Internet. Please contact our Technical Instructor if you need help in setting one up.
15. The library is **NOT RESPONSIBLE FOR DAMAGE** to a patron's thumb drive or computer or for any loss of data, damage, or liability that may occur from use of the Library's computes
16. The Internet computers are normally available, subject to periodic maintenance, during library hours. The reservation system will **shut down** all **public** access computers 15 minutes **prior to closing**.

A User must NOT

1. Use a computer to gain unauthorized access to the Library's network or computer systems or to any other network or computer system.
2. Obstruct other people's work by consuming large amount of system resources by downloading

large document files, music, images or by deliberately crashing any library computer system.

3. Damage or attempt to damage computer equipment or software.
4. To alter or attempt to alter software configurations.
5. To cause degradation or attempt to cause degradation of system performance.
6. Use any Library computer for any illegal or criminal purpose.
7. Violate copyright or patent laws or software licensing agreements by his/her use of library computers.
8. Engage in any activity which is deliberately and maliciously offensive, libelous, or slanderous,
9. The user MAY NOT USE HIS/HER OWN SOFTWARE PROGRAMS on the library's computers.
10. An individual may not interfere with another patron's use of Library computers.

The library may deny or withhold computer/Internet privileges and other library services for infractions of these policies. The parents or guardians of minors may also lose their computer privileges and other library services for infractions of these policies by their children. Unlawful activities will be dealt with in an appropriate manner.

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8.3 Access by Minors

1. It is the policy of the library that parents and guardians are responsible for setting guidelines and restrictions for use of the library computers by their minor children.
2. Children's computers have a commercially produced filter which attempts to block sites that might be considered objectionable.
3. The library cannot and does not guarantee that the filter will always block objectionable sites. Library staff cannot be responsible for supervising minors while they are using the Internet.

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8.4 User Agreement

By checking the back of their library application card and having a dot placed on their card, the user acknowledges that he/she has received a copy of this form & will abide by the library Internet Use Policy and Guidelines.

The above are rules and regulations of the Oswego Public Library. These are effective May 6, 2008 as adopted by the Board of Trustees of the Oswego Public Library.

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8.5 Wireless Internet Access

The Oswego Public Library offers free wireless Internet access to library users with wireless-enabled devices. The provisions set forth in the Library's Internet Use Policy and Guidelines are applicable to wireless network access.

Our network supports a wide range of laptop computers. Most wireless network cards will be compatible. However, the Library can make no guarantees as to compatibility of a library user's device with the Library's network. If a device doesn't recognize our wireless network, the library user should review the configuration settings provided at the Circulation desk. Library staff does not provide wireless access support and will not install or modify hardware or software.

Communication through the wireless network should not be considered secure. Library users are responsible for selecting and installing security protection and current virus definitions on their wireless devices. The Library is not responsible for damage to hardware or software, transmission of computer viruses, loss of data or email, or any harm resulting from the use of an unsecured server. It is strongly advised that personal, financial or otherwise sensitive information not be transmitted through the wireless network.

Printing from the wireless network is available. Stop at the main circulation desk or visit the library's website at www.oswegopubliclibrary.org to learn how. Files can be saved to a device or e-mailed.

The wireless network can accommodate interactive searches on the Web. It cannot accommodate the downloading of large document files. Therefore, downloading of software, images, music, etc. from the Web onto a library user's equipment is not permitted. Library users will be asked to terminate any activity that adversely impacts the network's performance.

When using wireless-enabled devices to listen to music, dialog, sound effects, etc. library users must use earphones to make the sound inaudible to others. If sound is heard despite the earphones, the library user must lower the sound level or turn the equipment off.

The above are rules and regulations of the Oswego Public Library.

Adopted by the Board May 6, 2008