

A.K. SMILEY PUBLIC LIBRARY

Computer/Internet Use Policy

We are pleased to offer the patrons of Smiley Public Library free access to computers and the Internet. Our computers are provided primarily for **research and education** in compliance with the mission of this Library.

While our intent is to further educational goals and objectives, some material accessible via the Internet may contain items that are illegal, inflammatory, inaccurate or potentially offensive to some people. Patrons are responsible for good behavior while using the Library computers and the sites accessed. Access is a privilege, not a right. *Inappropriate use or violations of this policy will result in cancellation of this privilege.*

- Computer access to the Internet is limited to 3 hours daily in order to maximize the availability for all users.
- 15 minutes before Library closing time, computers are automatically shut down.
- Use of the computer stations is on a first-come, first-served basis. Users must wait at the designated seating area for the next available station.
- Printing is available at a cost of 20 cents per page for B&W and 50 cents for color. A self-service station is available for all printing.
- Flash drives may be purchased at the Circulation Desk for a nominal fee.

The following is **not** permitted:

- Downloading files to the computer's hard drive. Patrons may use flash drives that have been brought in from another source.
- Sending or displaying offensive messages or pictures. This may include material which the patron does not find personally offensive.
- Using obscene language.
- Harassing, insulting or attacking others.
- Damaging computers, computer systems or networks.
- Removing hardware from the library.
- Employing the network for commercial purposes.
- Any activity which constitutes a violation of local, state, and/or federal law, including but not restricted to, copyright laws.

Violations will result in a loss of access, and possible disciplinary or legal action.

The Library assumes no responsibility for damages incurred to another computer due to viruses or other corrupted files contained on flash drives or external storage used with the Library's computer system.

For your privacy and safety, please delete any files saved to your computer before ending your session.

Storage devices left at the library for more than 30 days will be properly recycled without removing any data.

All policies are subject to change by Library Administration.