

Alpine County Library & Archives

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Adopted by the Alpine County Board of Supervisors May 6, 2008

PUBLIC COMPUTER and INTERNET USE POLICY

I. INTRODUCTION

The Alpine County Library offers public computer workstations with access to the Internet. First time library computer users are required to read this policy and sign a Public Computer and Internet Use Agreement. Likewise, a Public Computer and Internet Use Agreement for Minors must be signed by a parent or legal guardian of minors under 18 years of age. Use of the computer workstations is evidence of the user's acknowledgment and agreement to be bound by this policy.

II. COMPUTER WORKSTATIONS

A. Access Restrictions

Public computer workstations are available during library open hours and may be used for one half-hour time periods. Additional half-hour segments may be used if there is no one waiting. No more than two people may use a computer workstation.

B. Downloading Information

Downloaded information may be printed for a fee. Information may also be downloaded to the user's portable data storage device after the device is scanned with anti-virus software

by library staff. Data storage devices may be available for purchase at the desk.

C. Unacceptable Uses

Users of computer workstations may **not**:

- a. Display on monitors or printers materials that may be reasonably construed to be obscene or otherwise objectionable by community standards.
- b. Change any computer or Internet settings.
- c. Upload, download or install any software programs or files to any library computer.
- d. Remove headphones or any other peripherals.
- e. Utilize the library's account for e-mail, posting or on-line chat functions.
- f. Transmit any abusive, libelous or unlawful content, or any material that may harm software, hardware or communications equipment.
- g. Violate any applicable law.

D. Staff Assistance

Internet use requires basic proficiency with computers and Web browsing software. Library staff can provide general assistance at computer workstations when requested. If there is a problem with equipment or software, users must notify library staff immediately.

E. Fees and Charges

There is no fee to use the public computers or access the Internet using wireless connection. The Library offers printing services at a cost of 10 cents per page for black and white, 50 cents per page for color.

III. THE INTERNET

A. Internet Filters and Security

1. The library has filters on all its public computers; however, this is no guarantee that all objectionable sites are blocked. Some Internet sites contain information that the user may find controversial or offensive.
2. If an adult patron gets a message that a useful site is blocked, he/she may ask library staff to temporarily turn off the filtering device.
3. Internet communications are **not secure** and the library is **not** responsible for the privacy of electronic communications.

B. Information from the Internet

Users shall be responsible for determining whether information accessed from the Internet is reliable.

C. Wireless Access

1. The library provides wireless access for patrons who bring their own computers to the library. The library is not liable for any consequences arising from the use of wireless access.
2. Library staff issues passwords and provides directions on how to locate the library's wireless signal. The library does not guarantee the compatibility of the user's equipment with the library's wireless network.
3. Library staff may assist users needing help with his/her personal computer.
4. The library is not responsible for the loss or damage to patron's equipment while he/she is inside the library or its premises.
5. The library's networked printer is not accessible from personal laptops.

IV. INDEMNIFICATION

As a computer workstation user, you agree to indemnify and defend Alpine County, its officers, agents, and employees, from any claim or legal action arising out of your use of the Internet, either through the library's computers or through wireless access using your own equipment. This indemnification shall extend to the payment of reasonable attorney's fees and litigation costs incurred by Alpine County in defense of any such claim or action. Users are also liable for any and all costs and/or damages to library computer equipment caused directly or indirectly by use of said equipment.

Attachment I: Public Computer and Internet Use Agreement

Attachment II: Public Computer and Internet Use Agreement for Minors

I have read the *Public Computer and Internet Use Policy* of the Alpine County Library, and I agree to abide by the rules and policies stipulated therein.

I agree to hold harmless, indemnify and defend the County of Alpine, and its officers, agents, and employees, from any claim or legal action arising out of my use of the Internet, either through the library's computers or through wireless access using my own equipment. This indemnification shall extend to the payment of reasonable attorney's fees and litigation costs incurred by Alpine County in defense of any such claim or action. I will also be liable for any and all costs and/or damages to library computer equipment caused directly or indirectly by my use of said equipment.

Print Name

Signature

Permanent Address

Home Phone or Cell Phone

Date _____

Please circle one:

Resident

Non resident

Part-time resident

Visitor

Child's Name _____

Date of Birth _____

I give my child (named above) permission to use the Library's computers and to access the Library's Internet. My child and I have read the *Public Computer and Internet Use Policy* and agree to abide by the rules and policies stipulated. While the Library uses Internet filtering that is CIPA (Child Internet Protection Act) compliant, I understand that the Library does not monitor student (minor) use and has no control over the information provided in websites, and therefore cannot be held responsible for the websites' contents. I am also aware that Internet filtering does **not** guarantee that inappropriate information, including pictures and graphics, are successfully blocked from viewing.

I agree to hold harmless, indemnify and defend the County of Alpine, its officers and employees, from any claim or demand, obligation or liability including reasonable attorney's fees, due to or arising out of my child's use of the Library's computer or the Library's Internet (including the Library's wireless access) while he/she is inside the library or on its premises.

Print Name of Parent/Guardian

Signature of Parent/Guardian

Child's Signature

Date

Public Computer and Internet Use Agreement

I have read the *Public Computer and Internet Use Policy* of the Alpine County Library, and I agree to abide by the rules and policies stipulated therein.

I agree to hold harmless, indemnify and defend the County of Alpine, and its officers, agents,

and employees, from any claim or legal action arising out of my use of the Internet, either through the library's computers or through wireless access using my own equipment. This indemnification shall extend to the payment of reasonable attorney's fees and litigation costs incurred by Alpine County in defense of any such claim or action. I will also be liable for any and all costs and/or damages to library computer equipment caused directly or indirectly by my use of said equipment.