

ACCEPTABLE USE POLICIES

EQUIPMENT AND COMPUTER USE POLICY

The Library reserves the right to limit and/or prohibit any patron from using the library equipment and computers. Use is limited to patrons in good standing, i.e., all fines have been paid, all overdue materials have been returned, any lost materials have been paid for, and the patron has a current local library card. Patrons who are not residents of Rolling Prairie Library System and therefore do not have a library card from an RPLS library may use library computers, but are restricted to one half-hour per day.

Anyone under the age of 13 must be accompanied by a parent or guardian while using library equipment or computers. Reservations for equipment or computer use must be made at the circulation desk. Usage is limited to 30 minute blocks; however, the patron may continue to use the computer in 30 minute intervals until another patron wishes to use it.

When using a library computer or when connected to the library's wireless network, the charge for printing will be \$.10 per page for black and white and \$.25 per page for color documents. Documents and files should not be saved to "My Documents" or any other folder or drive on Library computers. Patrons who find it necessary to save a file must bring their own storage device. A USB drive is recommended. The Library, however, is not responsible for providing patrons with proper storage devices.

As a service to library patrons who bring their own laptop computers, the Library offers wireless access to the Internet. Patrons who use this service are expected to follow the same policy restrictions regarding access that apply to patrons using Library owned computers.

PUBLIC ACCESS TO ELECTRONIC INFORMATION NETWORKS

RELATIONSHIP TO OTHER LIBRARY POLICIES

The Rochester Public Library District's Policy for Access to Electronic Information Networks is part of the library's overall policy structure and should be interpreted in conjunction with other existing policies. Copies of all library policies are available upon request from a library staff member.

"GLOBAL" VERSUS "LOCAL" RESOURCES

Most resources available via the Internet and other electronic information networks are "global" resources rather than "local" resources. The library does not and cannot control the information content available through global resources such as information obtained from outside sources via the Internet. Internet resources enhance and supplement resources that are available locally within a library. Library users must be aware that this library does not exercise control over information obtained via the Internet and must keep in mind the following points when evaluating information obtained via the Internet:

1. Information obtained via the Internet may or may not be reliable and may or may not be obtained from a reliable source.
2. Information obtained via the Internet may or may not be accurate.
3. Information obtained via the Internet may or may not be current and up to date.
4. Links to information on the Internet may not always be valid, and particular information sites on the Internet may sometimes be unavailable, and this unavailability often occurs unpredictably.
5. Certain information obtained via the Internet may be considered controversial by some library patrons.

Adopted: 10/15/2009

Rochester Public Library District

The Rochester Public Library District urges library patrons to be informed consumers and carefully evaluate information obtained via the Internet. Library staff may be available to assist patrons in making judgments about the reliability or currency of certain types of Internet information sources, but are unable to provide definitive analysis of particular sources due to the extremely large variety and volume of information available via the Internet.

This library is not responsible for damages, indirect or direct, arising from a library patron's use of Internet information resources.

LIBRARY PATRONS' RIGHTS

Library patrons have certain rights with respect to use of electronic information networks such as the Internet. This library will work with other libraries in the Illinois Library and Information Network to preserve and protect these rights, subject to limitations imposed by licensing and payment agreements with database providers.

Library patrons have the right to confidentiality and privacy in the use of electronic information networks to the extent possible given certain constraints, such as proximity of other patrons and staff in public access settings.

Library patrons have the right to equitable access to electronic information networks.

Library patrons have the right to access and read all library service policies and discuss questions with appropriate library staff.

PATRON ASSISTANCE AND INSTRUCTION

The Rochester Public Library District's staff may provide assistance to patrons in the use of electronic information networks as time and staff knowledge permits. Printed and online documentation and instructions may be available at or near points of service.

The Rochester Public Library District requires that library patrons using electronic information networks such as the Internet do so within the guidelines of acceptable use. The following activities are unacceptable:

1. Use of electronic information networks for any purpose which results in the harassment of other users,
2. Destruction of, damage to, or unauthorized alteration of the library's computer equipment software or network security procedures,
3. Use of electronic information networks in any way which violates a Federal or State law,
4. Use of electronic information networks in any way which violates licensing and payment agreements between the Library and network/database providers,
5. Unauthorized duplication of copy-protected software or violation of software license agreements,
6. Violation of system security,
7. Behaving in a manner that is disruptive to other users, including but not limited to overuse of computer equipment which serves to deny access to other users.

CHILDREN'S ACCESS TO ELECTRONIC INFORMATION NETWORKS

The Rochester Public Library District supports the right of all library users to access information and will not deny access to electronic information networks based solely on age.

Adopted: 10/15/2009

Rochester Public Library District

This library recognizes that the electronic information networks such as the Internet may contain material that is inappropriate for children. Parents are expected to monitor and supervise their children's use of the Internet. Library staff are unable to monitor children's use. Parents are encouraged to discuss with their children issues of appropriate use and electronic information network safety.

LIBRARY PROCEDURES RELATING TO ELECTRONIC NETWORKS

This library has developed certain procedures to assist staff and patrons in the use of electronic information resources. These procedures include (but are not necessarily limited to) the following:

1. Time limits for access to allow use of resources by the maximum number of library patrons,
2. Cost recovery for printouts using the library's computer equipment,
3. Priority usage for accessing the library's online catalog,
4. Specific instructions for downloading including compliance with virus protection measures,
5. Restrictions on the use of personal software on library computer equipment,
6. A registration and use agreement form which must be completed prior to usage.

BREACH OF POLICY

Violation of any aspect of this policy may result in the loss of library privileges.

Adopted: 10/15/2009

Rochester Public Library District

ELECTRONIC INFORMATION NETWORKS REGISTRATION AND USER AGREEMENT

NAME (PLEASE PRINT)

Last

First

REGISTRATION AND USER AGREEMENT

1. I have read the Acceptable Use Policies of the Rochester Public Library District's Internet computer and agree to abide by the policies.
2. I agree to pay any repair or replacement costs of equipment or software damaged by myself or by minors for whom I am responsible.
3. I understand that copyright laws restrict duplication of copyrighted software, and I will follow all copyright laws.
4. I understand that if I fail to abide by the Rochester Library's Acceptable Use Policies, I will lose eligibility for use of this service.
5. I understand and acknowledge that the Internet contains material of a controversial nature including pornography, obscenity, inflammatory or dangerous material, and that Rochester Library has no control over the Internet and assumes no responsibility for the content, quality, accuracy, currency, or appropriateness of any Internet resources.

Signature: _____

Library Card ID or Barcode Number: _____

Date: _____

FOR PATRONS UNDER THE AGE OF 13:

As the parent or guardian of _____
I give permission for my child to use the Internet computer(s) at the Rochester Public Library District, with the understanding that I am responsible for observing my child's appropriate use of this service, and that I am responsible for any damage that may occur, and that I have read, understand, and agree to the above statements.

PARENT OR GUARDIAN SIGNATURE: _____

DATE: _____