

**Topinabee Public Library Computer/Internet/Wireless Use Policy (revised 12/2/2014)**

The Topinabee Public Library provides access to computers and the Internet in keeping with its role as a source of information, intellectual development, and enrichment. Patrons must read and accept the Internet Use Policy by signing an Internet Use Agreement in order to log onto any library computer. A parental signature is required for anyone under the age of eighteen.

All users must sign the log-in sheet prior to beginning their computer session. Failure to abide by the internet use policy will result in the loss of your computer and/or library privileges.

The Topinabee Public Library has no control over content found on the Internet. The library will filter access to material and attempt to protect users from offensive material. At the same time, it is expected that users will respect the rights and privacy of other patrons.

The Topinabee Public Library assumes no responsibility for loss or damage done directly, or indirectly, to personal data or equipment. Likewise, the library assumes no responsibility for any damage from loss of privacy resulting from use of its computers or wireless connection. Ultimately it is the responsibility of the user to protect their personal information when using a public computer.

The Topinabee Public Library does not permit the use of personal software, attachment of hardware of any kind to library computers, or modification of any operating system.

Users may use the Internet for receipt or transmission of e-mail messages provided they do so through use of a free e-mail service which will maintain an account for them.

Users will respect copyright laws.

Users will not use the Internet for illegal purposes.

Users will not incur any costs for the Library through their use of the Internet.

Users will not create or distribute computer viruses over the Internet.

Users will not deliberately damage computer equipment or programs.

Internet use is offered in thirty (30) minutes sessions on a first-come, first-served basis. The patron may continue their session if no one is waiting. If other patrons are waiting, the user must relinquish the computer at the end of the first thirty (30) minutes.

Computer shut down procedures will begin fifteen (15) minutes prior to library closing time. Please adjust your work schedule accordingly.

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