

Public Access Workstation User Policy

The Harrison District Library provides patron access to the Internet and other electronic resources. These resources enable the library to provide materials beyond the confines of its own collection. They also provide access to ideas, information, and commentary from around the globe. The library is not responsible for the quality, accuracy or timeliness of Internet resources.

Internet Access

A parent, legal guardian or caregiver **MUST** accompany children under the age of 6 while using the Internet workstations. No child under the age of 6 will be able to login to the public workstations. Caregivers attending children under the age of 6 must be at least age 13.

In the interest of child safety on the Internet, the library provides computers with filtering software to limit children's exposure to some websites. The software blocks sites that could be offensive to some users, but may not block all material users might find offensive. Filters may also block some appropriate sites. For this reason, we encourage parents to supervise their children's Internet sessions.

Filters may be removed at the request of patrons the age of 18 or over. To comply with the Children Internet Protection Act (CIPA) graphics with explicit sex or violence are not appropriate in areas where children under 18 are present. If you display such graphics, staff will ask you to change the screen.

User Rules

Electronic information resources are to be used for educational, informational and recreational purposes.

Damaging or altering the software or hardware components of any network or database is not permitted. Users are expected to make only authorized copies of copyrighted or licensed software or data. Non-library software may not be used. Personal programs or data may not be installed on the hard drive. These files will be deleted. Patrons should save files to their own diskettes. Our library programs are under copyright, and are therefore not to be copied.

The public access Internet workstations are not to be used for purposes contrary to local, state, or federal law.

Users may not send text or graphics that may be reasonably construed as obscene and offensive, nor send, receive or display text or graphics that are legally defined by State and Federal law as "obscene" or "child pornography". Actions that violate local, state or federal law may result in prosecution. Malicious use is not acceptable.

Users must respect the privacy of others; for example, users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to others, or represent themselves as another user unless explicitly authorized to do so by that user.

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Conditions & Terms of Use

Public access workstations will be managed in a manner consistent with the Library's Rules of Conduct, which are posted in the library.

Failure to use the public workstations in an appropriate and responsible manner will result in loss of those privileges. Illegal or unethical acts involving the public access workstations may also be subject to prosecution by local, state, or federal authorities.

Public Workstation Procedures

Access is available on a first-come, first-served basis. People logging in with a valid HDL library card will get one 120 minute session each day. Patrons can request an additional 30 minute extension of time if the workstation is not reserved by another patron. Guest passes will be issued to non-card holders. A guest pass provided one 60 minute session daily. The library staff has the authority to grant or reduce access time based on over-all user demand.

Because space is limited and increased noise from group conversations is disruptive to others, no more than two people may gather at one workstation, except for an adult working with children.

Simultaneous use of two or more workstations is prohibited. Users may not abandon machines for any length of time without the chance of them being claimed by the next user.

Patrons with a HDL library card will receive .50 of free printing daily. Additional printouts (black & white) can be printed at a cost of **ten cents (.10)** each. Patrons may print color pages costing **one dollar (\$1.00)** per sheet. Printing fees must be paid on account before copies will be released to the printer. Guest users must pre-pay for all copies printed.

The general public access workstations will be available for use during all of the hours the library is open. All workstations will be turned off 15 minutes before closing.

Public workstation user logs are cleared on a daily basis.