

Franklin Grove Public Library Computer Policy

Patrons who use the Franklin Grove Library agree to the *Patron Acceptable Computer Usage Contract* and the *Computer Access Rules* when accessing the computer facilities.

Patron Acceptable Computer Usage Contract

I hereby agree that while using the computers and the Internet I WILL NOT:

- Attempt to retrieve, view or disseminate any obscene, offensive, illegal materials
- Threaten, abuse or harass any other user
- Send offensive, racist or sexist messages
- Bring the Franklin Grove Public Library into disrepute in any way whatsoever
- Bring any food or drink (including water) into the computer areas
- Create or run any program with the intention of accessing or bypassing computer security systems
- Tamper with any computer or attach any unauthorized device to computer equipment
- Alter the desktop or computer hardware or software in any manner
- Install or play any games software (other than what the library has to offer on their computers)
- Install any Peer-to-Peer file sharing programs such as Morpheus, Audiogalaxy
- Play music or sounds without the use of headphones

I will also agree that I WILL:

- Observe copyright laws, including those relating to computer software
- Respect the rights and privacy of others
- Report any obscene or offensive material or behavior I encounter

Computer Access Rules

Patrons will be allowed access to the computer for a 30 minute session. Sessions may be consecutive if no one is waiting. A maximum of two sessions per day for are permitted for children through age 14. A maximum of four sessions per day are permitted for adults age 15 and over. Extra session time may be arranged with library staff in advance.

There is no charge for computer access for valid Franklin Grove Public Library cardholders. Cardholders will log on to computers using their library barcode. Users are not permitted to use library barcodes that belong to another cardholder.

A guest pass will be issued free of charge to anyone with a valid library card regardless of the home library. Guest passes must be returned to the circulation desk when the session has ended.

Non library cardholders may have computer access by paying a daily fee of \$1 or by purchasing an annual Computer Use Only card for \$10.

Breaches of the Acceptable Usage Contract or Computer Access Rules

Breaches will result in the following consequences. These may include the measures of any of a combination of:

- Withdrawal of online access privileges
- Withdrawal from the computer area

For serious breaches of the rules:

- Suspension
- Expulsion
- Law enforcement agencies may be involved

I have read this policy of the Franklin Grove Public Library and agree to comply with the above.

Name _____ Date _____

14 & Under 15 and over Name of Staff _____