COMPUTER AND INTERNET USE

The Lemont Public Library District has established the following policy to govern access to public computers and the internet. The Board's intent is to provide access that fairly serves the diverse needs of the citizens of our community. Offering free public access to computers and the Internet is consistent with the Library's mission to support lifelong learning. The Library's policy in this regard reflects the principles articulated in the following statements by the American Library Association:

LIBRARY PATRON'S RIGHTS

Patrons have the right to equitable access to the Internet in accordance with the:

1. United States Constitution: Amendments 1 and 14
2. ALA Library Bill of Rights
3. ALA Freedom to Read Statement
4. ALA Access to Digital Information, Services, and Networks Statement.

The Internet is an unregulated medium which contains a wide variety of material and opinions from various points of view. Not all sources provide information that is accurate, complete, or current, and some information may be considered offensive or inappropriate. The library is unable to control or monitor the content of materials on the Internet. The availability of information does not constitute endorsement of the content by the Lemont Public Library District.

PRIORITY FOR USE

- Computers with access to the internet including laptop computers are available to all patrons regardless of cardholder status. However, privileges vary based on cardholder and account status.
- The Library strives to provide fast and effective internet service including Wi-Fi for all patrons; however, Wi-Fi Internet service may become subordinate to other needs of the Library.
- The Wi-Fi Internet connection is available 24/7 including in the library parking lot for after-hours access. Signal strength may vary, and it may be necessary to move to a different location if there is a problem securing a connection or staying online.
- Cardholders with valid (non-expired) cards in good standing may use their own card to access public computers.
- Non-cardholders, expired cardholders, or cardholders otherwise not in good standing can obtain a guest pass to access public computers by presenting a valid ID. Valid Identification includes the following: Driver's License; State ID; School ID; Work ID; Military ID; Passport; Traffic ticket
- Anyone 18 years or older may use the computers in the main Computer Area.
- Anyone 11 - 17 years of age or 6th through 12th grade may use the computers in the Teen Computer Area.
- Children under 10 years of age must be accompanied by a parent, guardian, or caregiver who is 14 years or older and comply with the Library's Unaccompanied Child Policy. As such, anyone 14

or older may use the computers in the main Computer Area if they are accompanying a child under 10 who is using a computer.

GUIDELINES FOR ACCESS

- All users must accept the terms of the Computer Use Policy to access public computers.
- Users under the age of 18 must have parental permission to access the Internet.
- Public computer access is allotted on a first-come, first-served basis. Additional time may be granted upon request and is subject to computer availability. The number of guest passes issued per user per day may be limited based on computer availability.
- Cardholders with valid cards in good standing will be granted a 2-hour session. All other users will receive a 1-hour session. All time extensions will be granted in 1-hour increments.
- A patron may not permit others to use his/her library account information or library card to use the public access computers or laptop computers.
- The use of sound-muffling headphones or muted sound on a patron's laptop or public computer is required to avoid disturbing others.
- When using personal devices or public laptops patrons should be prepared to use battery power and not plug into an outlet to keep access to aisles, exits, library materials, exhibit cases or other resources unobstructed.

ASSISTANCE WITH INSTRUCTION

- Library staff members may aid patrons in the use of computers or connecting to WiFi as time and staff knowledge permits. Patrons needing in-depth instruction or help are encouraged to set up an appointment with a staff member.

LIMITS OF USE

As in any area of the Library, patrons are expected to follow the provisions of library code of conduct policy while using the internet (including Wi-Fi) and public computers.

The Library provides access to the internet (wired or Wi-Fi), computers, printers, mobile devices, and other technology that may be used only for designated and legal purposes. Illegal or prohibited acts may include but are not limited to:

- Unauthorized use of copyrighted material
- Falsification of documents
- Violating software licenses
- Producing content or objects in violation of intellectual property rights.
- Engaging in libel, slander, misrepresentation, bullying, solicitation, or harassment
- Viewing or producing sexually explicit material
- Producing objects that can be construed as weapons
- Damaging Library equipment, software, or software configurations
- Impacting Library network performance
- Compromising system security

Illegal/prohibited use of public access computers or failure to follow the terms of this policy or any other library policy may result in refusal of time extension, having your computer or internet session ended with or without warning, being required to leave the premises, having Library privileges limited or

suspended, and/or appropriate legal or disciplinary action. Illegal acts may be subject to prosecution by local, state, or federal authorities.

SECURITY AND STORAGE

- Access to public computers and the internet are open and provided for convenience at the user's own risk. It is not secure. The Library cannot guarantee privacy and protection of user information when accessing public computers and the internet. Users must exercise caution to avoid unauthorized disclosure, use, and dissemination of personal identification information.
- Wireless connections are not secure; please use caution when transmitting personal information. The Library assumes no responsibility for any damages, direct or indirect, arising from use of its computer network or from its connection to other Internet services.
- The Library does not provide long term, physical or virtual storage for patrons. A user may temporarily save files on the computer during a session. At the end of the user's session any saved information or settings will be permanently removed from the device.

DAMAGES AND LIABILITY

- The Library assumes no responsibility for damage, theft, or loss of any kind to the user's personal equipment, software, or data files.
- Equipment and belongings should not be left unattended. The Library reserves the right to remove the patron's belongings from a computer or other station vacated for more than 10 minutes. The Library assumes no responsibility or liability thereof and reserves the right to reassign the computer or other station to an available status.

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