

Demmer Memorial Library – Three Lakes

INTERNET ACCEPTABLE USE: POLICY & GUIDELINES

PURPOSE

As our community's gateway to the world of information, the Demmer Memorial Library provides access to a broad range of information resources, including those available through the Internet. The Internet offers access to ideas, information and commentary from around the world that can be personally, professionally and culturally enriching. However, not all sources on the Internet are accurate, complete, or up-to-date. The Library does not monitor, control, or accept responsibility for material on the Internet. The Library expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic information systems, or any consequences thereof.

PUBLIC ACCESS INTERNET USERS

CHILDREN

Users under the age of 18 must have signed permission from a parent or guardian to use the Internet. The parent or guardian must show identification and sign the permission slip in the presence of a library staff member. Minors without signed parental permission may not observe Internet sessions conducted by anyone other than the minor's parent or guardian. The library staff reserves the right to require supervision by a parent or guardian for Internet use if a minor with parental permission for unsupervised Internet use violates the Internet Acceptable Use policy. The library assumes no responsibility for the use of the Internet by children. Parents or guardians are responsible for supervising Internet searching, email, chat rooms, and any other form of electronic communication.

Minors under the age of 18 temporarily residing at area camps may use the Internet provided the camp director agrees to complete signed permission forms accepting responsibility for each minor in lieu of a parent or guardian. Minors without signed permission may not observe Internet sessions conducted by others. The library staff reserves the right to either revoke permission or require individual supervision by a camp staff member for Internet use if a minor violates the Acceptable Use Policy.

ADULTS

Internet resources available in the library are provided to all adult patrons except those whose prior Internet use has resulted in revocation of privileges.

ACCEPTABLE USE

All Internet users are expected to use this electronic resource in a responsible manner and to follow the rules outlined below. Misuse or abuse of library computers or Internet access may result in temporary or permanent suspension of Internet and computer access privileges. The library staff will not normally monitor or supervise Internet use out of respect for individual right to privacy; however, the library staff reserves the right to monitor Internet workstations to ensure compliance with this policy. In addition, users access the library computer hardware, software, and documentation at their own risk. The Demmer Memorial Library is not responsible for equipment malfunction, loss of data, damage to user's disks, data, etc., or electric transactions of any type that are related to the public use of library computer resources.

1. The library's public Internet access computers are on a first come, first served basis. The user must sign in with their correct full name, legibly written, for each Internet session. It is the patron's responsibility to provide proof of age, if requested. The Internet user (parent or guardian in the case of a minor) is responsible for any damage caused by misuse or tampering with computer equipment, wiring, or peripherals.
2. No more than 2 persons may be seated at an Internet computer at one time.
3. **Users may download information using a disk or flash drive.**
4. Library staff members cannot provide in-depth training in Internet or personal computer skills. Staff may be able to offer basic searching suggestions, but due to scheduling constraints an experienced Internet-trained staff member may not be available at all times.

5. Some Internet sites are inappropriate for viewing in a public setting. The Demmer Memorial Library requires computer users to respect the rights and sensibilities of all library users. Inappropriate conduct includes but is not limited to the display of images which other patrons and/or library staff find offensive, including sexual conduct, and threatening, harassing, or abusive language or images. Users should refrain from the use of Internet sounds and visuals which may disrupt the ability of other library patrons to use the library and its resources. The library reserves the right to end Internet sessions when an individual's computer use creates an atmosphere inappropriate for a public library setting.

6. Users must refrain from sending, receiving, or displaying text or graphics that may reasonably be construed as obscene under Wis. Statute 944.21 or as harmful to children under Wis. Statute 948.11. If done in the presence of a minor, such action may be a criminal offense under Wis. Stat. 948.11. Violation of this rule will result in the immediate termination of the patron's computer use session. In addition, the patron may be subject to other penalties, including the loss of all library privileges and criminal prosecution.

7. Internet use is intended for educational, informational, and recreational purposes only; not for unauthorized, illegal, or unethical purposes. US Copyright law (Title 17, U.S. Code) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by the principles of fair use. Users may not copy or distribute electronic materials (including electronic mail, text, images, programs, or data) without the explicit permission of the copyright holder. All responsibility for any consequences of copyright infringement lies with the user; the Demmer Memorial Library expressly disclaims any liability or responsibility resulting from such use.

WIRELESS INTERNET ACCESS

The Demmer Memorial Library's wireless (WiFi) access is provided through the State of Wisconsin's internet service provider Wiscnet. Users with a laptop or PDA must have a wireless card (802.11b at 2.4Ghz) and an Internet browser to access the library's wireless network. Library staff cannot provide technical assistance or support for connecting to the wireless network and cannot guarantee that individuals will be able to make a connection.

Wireless access at the Demmer Memorial Library is unfiltered. Patrons wishing to use this free service must follow the Acceptable Use policy outlined above. The library reserves the right to end an individual's wireless session when an individual's computer use creates an atmosphere inappropriate for a public library setting. The library also reserves the right to limit a patron's time of use due to increased user demands and space/seating limitations.

The Demmer Memorial Library's wireless is not secure. Information sent to and from a WiFi device may be captured by anyone else with a wireless device and appropriate software. The library assumes no responsibility for the safety of equipment or for notebook/laptop computer or other wireless device configurations, security, or data files resulting from connection to the library's wireless access.

Wireless users may not access library printers.

Approved : Demmer Memorial Library Board of Trustees
June 2000
Revised: July 2002
Revised: May 2004
Revised: April 2007

Internet Usage Agreement

I, _____ (please print), have received the **Internet Acceptable Use Policy** provided by the Edward U. Demmer Memorial Library and have read and understood the information included.

I further acknowledge that the Demmer Library does not monitor and has no control over the information accessed through the Internet and cannot be held responsible for its content.

I agree to follow all rules and regulations, implied or stated, in the Internet Acceptable Use Policy. I realize that not following these rules and regulations may result in loss of Internet privileges. I further acknowledge and agree that the Demmer Memorial Library assumes no liability for any loss or damage to the user's data or for any damage or injury arising from the invasion of privacy in the user's computer accounts, programs, or files.

The Signatures below must be signed in the presence of a staff member.

User Signature: _____

Date: _____

If under age 18, a parent or legal guardian must also sign this agreement showing that they have approved the same terms and conditions as agreed to by the minor. I, as parent or guardian, assume responsibility for the above named child in the use of the Library Internet access computer. I am aware that my child may access material that in my absence may be inappropriate. **I have discussed the Internet Acceptable Use Policy and the Guidelines for Library Internet Use with my child.**

Parent/Guardian Signature: _____

Date: _____

Staff Signature: _____

Date: _____

(Please sign two copies, one of which will be held on file at the Library. The other copy you may take with you for your own records.)

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