

Clear Lake Public Library Computer Internet Policy

The Clear Lake Public Library provides public information through a variety of resources including internet access. To enable internet availability and to assure fair access by all, please follow these rules:

- 1) Patrons need to let the library staff know when he/she is going to use an internet computer and when he/she is finished.
- 2) Computers in the lower level of the library are reserved for children in 5th grade and under. As with other library materials, supervision of a child's use of the internet is the responsibility of a parent or guardian.
- 3) Public access to the internet is provided by the library as an educational and informational resource for the community. Use of the library internet should be consistent with the policy. Use of the library internet for illegal activity is prohibited. Use of the library internet to access or distribute materials which violate local, state or federal laws is prohibited. Use of the library internet to access or distribute pornographic materials is prohibited.
- 4) Copies of the *Computer Internet Policy* are available at the circulation desk and by the computers. Privileges may be suspended or revoked if the policy is violated or if the patron is causing a disturbance of any kind.
- 5) There are no time limits for internet computer use unless someone is waiting.
- 6) Printer paper costs \$.25 per sheet. All printing shall be done in compliance with U.S. copyright law.
- 7) Do not change any hardware or software settings. Do not save or load any files to the hard drive.
- 8) Staff will provide assistance in accessing the internet as time allows. For in-depth instruction, ask a staff person for a schedule of internet tutoring sessions.
- 9) The Clear Lake Public Library is not responsible for any loss, damage, or liability that may result from a patron's use of the library's computers.
- 10) Persons accessing the library's internet network through wireless technology shall also observe these guidelines.

Reviewed and updated 7/16