

## SHELBY AREA DISTRICT LIBRARY INTERNET ACCESS POLICY

The Internet provides access to a vast world of valuable information beyond the confines of a library collection. The Board of Trustees of the Shelby Area District Library provides computers for public use and Internet access to library users based on the following policies and procedures.

### CHOOSING, EVALUATING AND VIEWING INTERNET SITES:

The Shelby Area District Library has no control of the Internet and its resources and assumes no responsibility for the quality, accuracy, or currency of any Internet resource. The Shelby Area District Library nor its trustees or staff shall be liable for any damages (direct or consequential), including lost profits, for any information obtained or provided on the Internet. Users should evaluate Internet sources just as they do printed publications, questioning the validity of the information provided.

The Internet may contain material of a controversial nature. While patrons are free to access whatever Internet sites they wish, the library must also respect the rights of other patrons not to be inadvertently exposed to material and images they may find personally unsuitable. Viewing of certain materials in the public library may be considered improper in time, place or manner. The library reserves the right to end an Internet session at any time if guidelines are not followed or if users are creating a disturbance of any kind.

### MINOR AGE CHILDREN'S USE:

The Library Board's Policy is that parents or legal guardians must assume responsibility for deciding what library materials are appropriate for their children. **Children 11 years old and younger may not access the Internet on library computers unless they are accompanied by a parent or guardian.**

*Michigan Public Act 212* requires that libraries prevent minors from accessing obscene or sexually explicit web sites. The Board of Trustees of the Shelby Area District Library requires that a parent/guardian sign an Internet Use Permission Form for minors under the age of 18. **Minors under the age of 18 MAY NOT use the library's Internet computers without a signed permission form on file at the library.**

### WIRELESS INTERNET CONNECTION:

Wireless Internet access is provided by the Shelby Area District Library Board of Trustees. Users of the wireless connection agree to follow the Library's acceptable use policy. Users are responsible for setting up their own computers for wireless access. The Library's staff cannot help in configuring computers. Virus protection and security are the responsibility of the user.

#### ACCEPTABLE USE GUIDELINES:

Patrons using the Internet computers may be asked to provide identification and/or have a current library card registration. Children age 11 years and younger must be accompanied by a parent or guardian when accessing the Internet on library computers. Minors under the age of 18 must have a parent/guardian permission form signed and on file at the library in order to use an Internet computer. Patrons have a 60 minute time period to use the library computers. Additional time may be allowed if no one is waiting for a computer.

Internet computers may only be used for legal and ethical purposes. Examples of unacceptable purposes include but are not limited to the following: harassment of other users; libeling or slandering other users; destruction of and/or damage to equipment, software or data belonging to the library or other users; disruption or unauthorized monitoring of electronic communications; unauthorized copying of copyright-protected materials. Altering or modifying of computer files or settings is also prohibited. Violations may result in loss of access.

#### DOWNLOADING:

Downloading of Internet files is not permitted. When using word processing programs, patrons may save word processing files to their own flash drives. The library is not responsible for any loss or damage to flash drives.

#### PRINTING:

The charge for printing from all public access computers is .20 per page (b&w) and .30 per page (color).

#### COPYRIGHT:

*U.S. Copyright Law (Title 17, U.S. Code)* prohibits the unauthorized reproduction or distribution of copyrighted materials (including electronic mail, text, images, programs or data) without the explicit permission of the copyright holder. Any responsibility for any consequences of copyright infringement lies with the user. The Library expressly disclaims any liability or responsibility resulting from such use.

#### EMERGENCY CONNECTIVITY FUND EQUIPMENT

The library has received funding from the federal Emergency Connectivity Fund (ECF) to provide hotspots. Any ECF supported equipment and services can only be provided to patrons who declare they do not have access to the equipment or services sufficient to access the internet.

*INTERNET POLICY, GUIDELINES FOR USE AND PARENTAL PERMISSION SLIP FOR MINORS AMENDED AND APPROVED BY THE LIBRARY BOARD OF TRUSTEES AT ITS REGULAR MEETING ON OCTOBER 28, 2004.*