

## **Computer and Internet Use**

**Created: May 2025**

**Revised:**

**Reviewed:**

Powers Library provides access to the Internet to enhance information and learning opportunities.

**General Statement:** The Internet offers access to a wealth of material that is personally, professionally, and culturally enriching to individuals of all ages, it also enables access to some material that may be offensive, disturbing and/or illegal. The library does not monitor and has no control over the information on the Internet and does not guarantee the reliability or truthfulness of information obtained from the Internet. As with all library resources, patrons are advised to exercise their own critical judgment when evaluating the validity and appropriateness of information found on the Internet. Certain information may be inaccurate, misleading or offensive to some individuals.

Access to Library computers and internet access are available on a first-come, first-served basis. Because of the limited number of public access computers, the library reserves the right to enforce rules to provide equitable internet access for all patrons. To use one of the library's computers, patrons are required to show their Finger Lakes Library System library card and sign in on the Computer Use Log Binder. Anyone without a library card will be encouraged to sign up for one. Otherwise, at the discretion of the library staff, one guest pass per day may be issued.

The library assumes no responsibility for any loss or damage, direct or indirect, or consequential, arising from its connections to the Internet or from any other use of its personal computing resources.

### **Wi-Fi information**

- **Internet Filters:** The Powers Library complies with state and federal law mandating the use of filtering software in public libraries. It employs filtering software to protect against the visual depiction of pornography, obscenity, and child pornography. No filtering software is totally accurate. Filters

## Powers Library – Moravia, NY

may block material that is appropriate in a public library setting or they may fail to block access to illegal or objectionable material.

- **Software:** Patrons using a library's computer may access pre-installed software and web-based content permissible by law and this policy. Downloading and/or installing software, using file transfer protocol, configuring e-mail or other software settings on the library's computers are not permitted.
- **Files:** Patrons may save files on external or cloud-based storage, send files to their personal email accounts, or print documents for a fee with Library Clerk assistance. Patrons may not, however, permanently save personal files to computers on the library's network. The library is not responsible for damage to personal media or for corruption of data, including damage caused by mechanical malfunction or corruption caused by virus or spyware infection while using Library computers.
- **Printing:** Patrons may print from designated workstations. There is a fee for printing. Rates are posted by the circulation desk..
- **Confidentiality and Privacy:** Powers Library does not capture, disclose, or disseminate the personal information of any patron. Absolute privacy for patrons using electronic resources cannot be guaranteed. The Internet is not a secure medium, and third parties may be able to obtain information regarding users' activities. Powers Library will not release information on the use of specific internet resources by members of the public except as required by law or necessary for the proper operation of the library.

## CHILDREN, PARENTS AND THE INTERNET

Parents/guardians have the sole right and responsibility to decide what is appropriate for their child. The library does not act in loco parentis (i.e., in the place or role of the parent). Parents/guardians are responsible for the supervision of their child's Internet activity. Children who use the Internet unsupervised may be exposed to inappropriate or disturbing information and images.

## Powers Library – Moravia, NY

To comply with the ***Children's Internet Protection Act*** and restrict access to online content that may be considered harmful to minors or offensive to adults, the library employs technology protection measures (filters) on all library Internet access. As required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed as obscene, child pornography, or harmful to minors. Users are cautioned that filters are not foolproof and due to technological limitations cannot obstruct access to all potentially harmful or offensive content. In addition, filters may block access to some legitimate or constitutionally protected material found on the Internet. By law, individuals who have attained the age of 17 have the right to unfiltered Internet access for bona fide research or other lawful purposes.

The library has taken the following measures designed to assist in the safe and effective use of these resources by all minors with parent/guardian permission to use library computers and internet:

Prior to accessing the Internet, anyone under 18 years of age, along with a parent or guardian, must sign the ***Internet Permission form***.

*NOTE: By signing the Internet Permission Form the parent or guardian acknowledges that, while the library takes every effort to protect users from accessing harmful content on the internet - such as virus software and filters on all computers offering internet access, as well as the library Wi-Fi - the responsibility ultimately falls to the user; technology is fallible and may not catch everything, especially if one is actively attempting to access something.*

To address the issue of the safety and security of minors (individuals who have not attained the age of 18) when using electronic mail, social networking sites, or other forms of direct electronic communications, the Powers Library advises parents and guardians to encourage minors to:

1. Never give out identifying information such as their full name, address, telephone number, or school name.
2. Let parents/guardians decide if personal information such as first name or age should be revealed.
3. Always tell their parents or another adult they trust if they see something online that is frightening or that they do not understand.
4. Never respond to messages that make them feel uncomfortable or uneasy;

## **Powers Library – Moravia, NY**

5. Never arrange to meet in person someone they have met online unless they discuss it with their parents, and an adult accompanies them.
6. Remember that people online may not be who they say they are.
7. Remember some things you read may not be true.

### **Policy Guidelines:**

Use of the Library's public computer and/or internet access constitutes acceptance of this policy. Those in violation of the policies and regulations that govern the use of the library's resources will be given a copy of this policy and the Patron Code of Conduct and asked to comply immediately.

Noncompliance with the following rules and/or our Patron Code of Conduct may result in suspension or permanent loss of computer privileges. Any illegal activity involving the library's resources will be subject to prosecution by the appropriate authorities.

- Internet use via library public access computer is offered in thirty (30) minute sessions on a first-come, first-served basis; each user is allowed one session--if there is no patron waiting for the service at the end of a session, the user may sign up for another session.
- Two users will be permitted at a terminal at one time. Both must have "Internet permission" forms on file if they are under 18 years of age.
- Users may use the Internet for research and the acquisition of information to address their educational, vocational, cultural, and recreational needs.
- Users may use the Internet for the receipt and transmission of electronic mail (e-mail) if they use a free e-mail service which will establish and maintain an account for them; the library is unable to manage e-mail accounts for any organizations or individuals.
- Unauthorized access, including hacking or any unlawful computer activity, is strictly prohibited.
- Users should be aware that the inappropriate use of electronic information resources can be a violation of local, state, and federal laws and can lead to prosecution. Users will be held responsible for their actions using the Internet and are expected to abide by the policies below which include generally accepted rules of network etiquette. Unacceptable uses of the service will result in the suspension or revocation of Internet use privileges.

## **Powers Library – Moravia, NY**

- Users will respect and uphold copyright laws and all other applicable laws and regulations; they will not use them for illegal purposes.
- Users will respect the rights and privacy of others by not accessing private files.
- Users agree not to incur any costs for the library through their use of the Internet service.
- Users shall not create and/or distribute computer viruses over the Internet
- Users shall not willfully damage, alter, or edit computer equipment, Wi-Fi, internet, programs, or parameters.
- You may not make unauthorized disclosure of, use of, or dissemination of a minor's personal information by means of the Internet, e-mail or any electronic technology.
- You must respect the privacy and sensibilities of others. Accessing, displaying or printing of images of child pornography, or those which are sexually explicit, obscene, or harmful to minors is expressly prohibited according to the N.Y. U.C.C. Penal § 235.00 235.24 (Consol. 2004).
- Internet computers and network services may not be used for illegal activities, including the harassment of others. You may not misrepresent yourself when using the Internet.
- If the computer you are using is equipped with sound and you are utilizing this option, you must provide and use your own headphones.

If you violate these rules, you will be asked for identification, and you may be denied library privileges. Criminal or civil charges may result.

### **Library-Supplied Internet Computers**

- Children under 18 years of age are required to have a parental or guardian permission form on file with the library to access the Internet.
- Parental permission forms are waived if students are part of a supervised class. Teachers and tutors who bring students are responsible for and must supervise their students when they use the Internet computers.
- You may not install software on Library Internet computers.
- The library reserves the right to limit the number of people on individual Internet computers.

### **Internet Access Services via Wireless Access Point**

## **Powers Library – Moravia, NY**

- Internet access is open to patrons of all ages; parents or guardians of children 18 years or under are responsible for supervising and guaranteeing their child's proper and safe use of the Internet.
- Your use of the Library's Internet access (both wired and wireless) constitutes your acceptance of this policy.
- You are responsible for configuring your equipment to access the Library's Internet Access Service.
- The library's wireless access is available 24 hours a day.

### **Responsibilities:**

- Library staff will help patrons with logging in and computer basics, if needed and time permits.
- More extensive one-on-one instruction should be discussed at the circulation desk.

### **Compliance:**

Use of the Library's public computer and/or internet access constitutes acceptance of this policy. Those in violation of the policies and regulations that govern the use of the library's resources will be given a copy of this policy and the Patron Code of Conduct and asked to comply immediately.

Noncompliance with the above rules and/or our Patron Code of Conduct may result in suspension or permanent loss of computer privileges. Any illegal activity involving the library's resources will be subject to prosecution by the appropriate authorities.