

PERTH AMBOY FREE PUBLIC LIBRARY

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www.PAFPL.org

Public Computer & Internet Policy

The Perth Amboy Free Public Library offers public computers that patrons can use to access the Internet or perform computer-assisted tasks using basic applications software for word processing, spreadsheets, and to create presentation slideshows. Computer users may connect their own storage devices or earphones to library computers. All public computers are configured to reset to default status and all temporary files are deleted daily.

The Perth Amboy Free Public Library provides Internet access as part of its mission to provide City residents with access to a wide range of information and ideas.

The Internet allows users to connect to networks of resources outside of the Library. The Internet is an unregulated, interactive medium with a highly diverse user population. It 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 inaccurate, offensive and/or illegal. The Library does not control information access through the Internet and cannot be held responsible for its content. Patrons are responsible for the content they access. Parents are responsible for the safe use of Library computers by their children. The Library does not filter content on its computers or provide filtering software. The Library upholds and affirms the right of every individual to have access to constitutionally protected material on the Internet. Provision of Internet service does not imply that the Library endorses or approves of any material accessed.

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. The Library is not responsible for any damages resulting from the use of the Library's computer or the Library's connection to the Internet, nor can it guarantee privacy on any Internet sessions. Users should be aware that the Internet is not a secure medium and that third parties may be able to obtain information regarding users' activities. The Perth Amboy Free Public 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.

Use of the Library's computers for the transmission, dissemination, and/or duplication of information is regulated under various state and federal laws. The Library expects all users to comply with such laws.

Violations may result in **restrictions on library use**. The Library reserves the right to cancel any patron's session or to deny access to computers by patrons who violate this Internet Policy, the Library's Standards of Acceptable Behavior Policy or engage in illegal or criminal activities. Additionally, illegal uses of the library's computers or wireless networks may also be subject to prosecution by local, state or federal authorities

Who May Use Public Computers:

Perth Amboy Residents:

Residents of the City of Perth Amboy must have a valid Perth Amboy Public Library card to Public Computers. If a resident does not possess a valid library card, one will be issued as a new member at no charge upon presentation of acceptable ID. Perth Amboy Residents who do not have their library card, will need to purchase a replacement card.

Users are allowed one 60 minute session per day.

Nonresidents:

Nonresidents may use a public computer using a guest pass. An acceptable form of ID must be presented each time a guest pass is requested. A guest pass allows one 60 minute session and can be used **ONCE** per day. There is a limit of one guest pass per person per day. Nonresidents who have purchased a Perth Amboy Free Public Library card are eligible for the same access as resident cardholders, up to one 60 minute sessions per day.

Printing

Costs per page are \$.10 for black and white. Users need to pay for each printed page regardless of how many webpages are selected. Users should preview their print selections to determine page count. No refunds are given after pages have been printed out.

Rules for Computer and Internet Use

Library computers designated for public access will be available on a first-come, first-served basis and may not be reserved in advance. Users are expected to adhere to the following rules when utilizing one of the Library computer workstations. Violation of the following rules may result in penalties.

1. Only library-provided software may be used on the library's computers. Software and hardware owned or supplied by users may not be installed or used on library computers.
2. Users may not alter or attempt to alter the setup of library computers.
3. Users may not save their data on the hard drives of library computers. Users must supply their own flash drive or removable storage devices. The Library has flash drives available for sale at the circulation desk. Any files stored temporarily on the desktop must be removed before the end of the user's session.

4. Public Internet patrons agree to use the Internet appropriately and responsibly. Public computers may NOT be used for purposes contrary to state, federal and local laws.
5. Public Internet patrons shall act in a manner consistent with the Library's Standards of Acceptable Behavior.
6. Wireless Internet access is available all the hours the library is open. There is no time limit. Patrons must provide their own laptop or reader device. Patrons using Wireless Internet access must agree to comply with the Internet and Computer Use Guidelines as specified.
7. Patrons must respect copyright laws and established licensing agreements and abide by general Internet Conduct.
8. No patron may disclose personal information about a minor through interactive online media, (e.g., email, chat, etc.) Illegal or criminal activity utilizing the Internet is prohibited. Such illegal or criminal activity includes, but is not limited to the following:
 - Hacking, uploading Attempting to crash, degrade performance of or gain unauthorized access to the Library's or other computer systems and networks.
 - Violation of software licensing agreements;
 - Damaging equipment, software or data belonging to the Library or other users;
 - Accessing material which features the sexual exploitation of a minor.
 - Online stalking or harassment.
9. Patrons should report any computer problems to the Library staff and must not attempt maintenance on Library computers, including unplugging, disconnecting, powering on, powering off, and/or detaching any PC Hardware or components.
10. Library staff are available to provide basic help regarding computers and the Internet, but they cannot provide in-depth one on one training.
11. Only one person is allowed at a computer workstation. Staff, in their discretion, may approve or disapprove requests for a small group to work together.