

Computer & Internet Use Guidelines:

1. All computer users must have a valid library card.
2. Computer users must sign in and out at the Circulation Desk.
3. Library staff's availability to assist users with Internet access is limited. Users should have basic computer skills. Internet instruction is available; please check at the circulation desk.
4. Access to the Internet is limited to 30 minutes per session. If no one is waiting, patron may continue to use the Internet for an additional session.
5. There is no charge for the first five pages of printing. After that pages can be printed at a cost of 10 cents per page.
6. Users may not add bookmarks. Users may only download files to a USB, which may be purchased from the Library if needed.
7. Students under the age of 15 may use the Internet if they have a library-generated permission slip on file. Please ask at circulation desk for further information. Children under the age of 6 may not use the computers unless supervised by a parent or adult guardian.
8. The Gunn Memorial Library cannot assume responsibility for the content of the Internet, as it is unable to control or monitor the information that is available.
9. Any misuse of the computers may result in suspension of privileges.
10. Patrons may send e-mail; however, privacy and security cannot be assured.

Internet Safety Policy:

Introduction

Gunn Memorial Library's Internet Safety Policy is designed to promote access to the internet while protecting children from exposure to inappropriate material, as well as the public from unlawful access to and use or disclosure of personal information, and unauthorized access to legally restricted areas.

The Internet Safety Policy's purpose is to prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; to prevent unauthorized access and other unlawful online activity; to prevent unauthorized online disclosure, use, or dissemination of personal identification information; and to comply with the Children's Internet Protection Act (CIPA).

Filtering

In compliance with CIPA, GML filters all of its computers and all access to the Internet through its network (including wireless) to protect against access to obscene visual depictions, child pornography, and/or other material harmful to minors, as required by law.

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The filter may unintentionally block sites that have legitimate research value and fail to block objectionable content. Users should be aware that Internet filtering software installed for CIPA compliance should not substitute for individual judgement and/or parental involvement and oversight. **Parents of minor children must assume responsibility for their children and the material they access.**

As the law requires, filters may be disabled for adults 18 or older who request it for bona fide research or any other lawful purposes. Users who wish to request unblocking of a blocked site may speak with a librarian.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of GML's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by CIPA, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; (b) unauthorized disclosure, use, and dissemination of personal identification of information regarding minors.

Education, Supervision, and Monitoring

It is the right and responsibility of parents and caregivers to monitor and determine their children's access to library materials and resources, including those available through the internet.

Parents or caregivers are responsible for the Internet information selected and/or accessed by their children. Children, under 18 years of age, who use the Internet unsupervised may be exposed to inappropriate information and images. Parents are encouraged to discuss the use of the Internet with their children and teens and to monitor use.

Public Internet Access

Gunn Memorial Library provides free wireless internet access inside the Library building as well as access to the internet on library computers.

Users are cautioned that the wireless network is not secured. Information sent to or from your laptop, tablet, or phone can be intercepted by a third party. Credit card and other financial transactions or any transmission of personal information such as a social security number is best done on a secured network in a non-public environment. We recommend that you keep your operating system updated, maintain virus protection, and disable file and print sharing where applicable.

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Library staff cannot make changes to your computer. For more detailed information, please check with the manufacturer or supplier of your equipment. You are responsible for virus protection and other security configurations on your personal computer equipment.

DISCLAIMER: The internet allows users to access a wide variety of material and opinions from varied points of view. Some internet sites contain material that is objectionable or upsetting and potentially dangerous, if not illegal. In addition, not all internet sources provide accurate, complete or current information. Users need to be wise information consumers, assessing the suitability and validity of the information provided on internet sites.

In offering internet access to our patrons, Library staff cannot control access points which often change rapidly and unpredictably. Parents must assume full responsibility for their children and the material they access on the internet.

For these reasons, the Gunn Memorial Library cannot ensure, or be held responsible for, the suitability, accuracy or reliability of information that patrons access on the internet. The Library also disclaims any liability for any improper use of our electronic internet resources. The Library also assumes no responsibility for any damages, direct or indirect, arising from patron use of connections to the internet. Illegal uses of internet resources may result in criminal prosecution by federal or state authorities.

Adopted by Gunn Memorial Library Inc.'s Board of Trustees at a public meeting on July 25, 2019.