

FOX LAKE PUBLIC LIBRARY

INTERNET USE AND WIFI POLICY

PURPOSE

The Fox Lake Public Library has available access to the Internet for the public. The purpose of providing this service is the wealth of information and resources the Internet can offer. While it offers many benefits, it also enables access to some material that may be inaccurate, offensive, pornographic, disturbing, and/or illegal. No one controls the Internet's contents. Patrons and staff should remember that some material on the Internet might be outdated, wrong, or biased. All information should be critically evaluated. The benefits of access outweigh the disadvantages, but caution should be employed when using this resource. Fox Lake Public Library assumes no liability that may occur from individual's use of the Library's Internet services

A. EXPECTATIONS OF INTERNET USERS

1. Use of the Internet is a privilege; not a right, inappropriate use will result in cancellation of this privilege.
2. All users of electronic information resources are expected to use these resources in a responsible, ethical manner. This should be consistent with the recreational, educational, and informational purposes for which they are provided.
3. Patrons will need to follow policies and regulations.
4. Our Library has established procedures for responsible and equitable use of public workstations provided for Internet access. These procedures may include.
 - Monitoring the workstations for assistance and security purposes and detection of Illegal activities.
 - Monitoring computer files for security purposes.
 - Limiting the length of time individuals may use the workstation.

B. GUIDELINES

1. Use of an Internet access workstation is limited to up to one hour per day. When no other individual is waiting this may be extended. Under special circumstances, a Librarian may clear extension of time longer than one hour.
2. Patron use is limited to one time per day.
3. Only one client will be allowed at the Internet workstation at a time. exceptions are:
 - When a parent/guardian accompanies his child. This situation is encouraged.
 - At the Librarian's discretion, for example when two people are working on a research project, etc.
4. Printing from the Internet will be charged at the same rate for all other printing.
5. Patrons may book Internet time in advance. Patron reservation can be terminated if more than five minutes late.
6. Internet content is filtered through the Library network.
7. The Library is not responsible for loss of documents due to viruses, power outages, computer malfunctions or any other problems.

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8. The Library is not responsible for consequences of Internet commerce.
9. Any child under the age of 18 will not be granted the use of Internet without a parent/guardian signature.
10. The Library, staff, and/or representative, is not responsible for the content viewed by minor children. Parents are strongly encouraged to monitor their child's use of the Internet.

C. ASSISTANCE

1. Library staff will assist patrons with Internet use as time permits, but because of the many different Internet applications available, we cannot provide complete technical support.
2. Due to the variety of Internet applications available, library staff assistance may be limited to helping with basic use and printing and staff members may not be able to provide Internet help.
3. Staff is not allowed to enter personal information of the user in any online application.
4. Staff is not allowed to configure personal computer equipment or provide any type of technical assistance to laptops, notebooks, or any other handheld devices. Staff can assist patrons perform these tasks on their own if time allows.

D. WARNINGS

1. Misuse or abuses of the workstation equipment or Internet access will result in suspension of Internet access privileges and/or library privileges.
2. Internet privileges may be denied if a patron card is Blocked or if there is a significant fine owed to any library system member library.
3. Privilege to chat or discussion groups may be eliminated if a patron is cited with improper use.
4. If a user fails to follow this policy or is discovered viewing offensive, pornographic, disturbing, and/or illegal material, regardless of age, will have internet privilege revoked for one week.
 - a. Second offense- privilege revoked for one month.
 - b. Third offense- privilege revoked indefinitely.

E. WIRELESS INTERNET ACCESS

1. This service is for users with wireless-capable devices such as wireless capable laptops and handheld devices. Wireless access is available during the normal operating hours of the Library, as well as between the hours of 5 am to Midnight. However, the Library cannot guarantee that wireless service will be available at any specific time. The Library cannot guarantee Internet speed or quality of the connection.
2. Wireless networks are not secure, and use is at the individual's own risk. Virus, security, and privacy protection are the responsibility of the user and are not provided by the Library. The Library is not responsible for any damage to data files,

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- alteration of file systems or functionality of the computer resulting from connecting to the wireless network.
3. Wireless internet content is filtered through the library's network.
 4. The Library is not responsible for damage, theft, or loss of property, personal information, software, or other personal property used in the library.
 5. Wireless users outside of the library building shall not obstruct access to the building's entrances, book return, parking lot or impede any operation of library services.