Marion Carnegie Library Internet and Computer Use Policy

Patron Assistance and Instruction -- Marion Carnegie Library's staff may assist patrons in the use of internet, as time and staff knowledge permits. Each patron is responsible for using the keyboard and mouse on their own. Staff should not type or click for patrons and should only provide verbal instruction. Staff will not provide legal, medical, tax, or other professional advice.

Internet Filtration Notice -- All library computers are equipped with internet filtration devices designed to block sites deemed inappropriate for general audiences. The library does not maintain that the installed filters effectively filter all or any inappropriate materials from access within the library. The library is not responsible for damages, indirect or direct, arising from access, whether voluntarily or involuntarily requested, to inappropriate or offensive internet sites, regardless of the age of the user or whether arising from the deficiency of the filter or its installation.

Use of Equipment and Networks -- Marion Carnegie Library requires library patrons using the internet to do so within the guidelines of acceptable use. Library patrons have the right to confidentiality and privacy to the extent possible, given certain constraints; such as, proximity of other patrons and staff in public settings. The following rules apply:

- All computer users are given one hour of computer/internet use per day. Attempts to extend an individual's time limit by using another patron's library card or guest pass are prohibited.
- Children 17 and younger must have consent of legal parent or guardian to use library computers.
- Use of the internet for any purpose which results in the harassment of other users is prohibited.
- Accessing pornographic sites or any access points other library patrons or staff members find objectionable is prohibited.
- Destruction of, damage to, or unauthorized alteration of the library's computer equipment, software, or network security procedures is prohibited.
- Use of the internet in any way that violates a federal or state law is prohibited.
- Use of the internet in any way that violates licensing and payment agreements between Marion Carnegie Library and network/database providers is prohibited.
- Unauthorized duplication of copyrighted software or violation of software license agreements is prohibited.
- Behaving in a manner that is disruptive to others; Such as maintaining headphone or speaker volume or voice level is prohibited.
- Only two people may be seated at a computer at one time.
- Computer users may not save personal files or programs onto the hard drive of any library computer. Current computer software cleans and deletes any personal files or programs saved on the computer.

- Computers within the children's, young adults and adult departments are designated for use by those of the appropriate age level for that department. A parent or caregiver supervising a child may use a computer in the children's department.

Marion Carnegie Library is not responsible for damages, indirect or direct, arising from a library patron's use of internet information resources.

Unacceptable activities may result in temporary loss of computer use. Continuous or repeated misuse can result in permanent loss of computer privileges.

Personal Computer and Wireless Access -- The Marion Carnegie Library is pleased to offer free internet to the public. All patrons are required to use the internet responsibly. Patrons accessing the internet via the Marion Carnegie Library's WiFi are bound by all the library's policies. The library is not responsible for the integrity of a patron's wireless connection. If a patron needs assistance, they should contact a staff member at one of the service desks. Saved documents on a personal computer storage device (USB flash drive) may be used on the library's computers to print.