



## Rules & Policies for Public Computer Use

### USER RESPONSIBILITIES:

- *Identify yourself properly when using any Internet services.*
  - *Use of the Internet for illegal purposes is expressly forbidden, in accordance with applicable legal statutes.*
  - *Be aware that use of the Internet is a privilege, not a right, which may be revoked at any time for inappropriate conduct in the library or while online using the library's Internet.*
  - *Respect copyright and licensing agreements on programs and data.*
  - *Respect the privacy of others.*
  - *Be aware of time and resource limitations.*
  - *Respect the computers and computer systems and do not interfere with or disrupt network users, services, programs, software, or equipment.*
  - *Do not transmit or access threatening, obscene (as defined by U.S., state or local laws) or harassing materials.*
1. A library card, in good standing, from a member library of the Ohooppee Regional Library System, or Georgia Library PINES, is required for computer use.
  2. The library reserves the right to prohibit the use of computers to anyone who demonstrates a lack of respect and care for the equipment and/or a refusal to follow the library's rules and policies relating to their use. This prohibition can be for any length of time, including permanently.
  3. Transmitting, viewing or downloading materials that may be considered obscene, offensive or illegal is prohibited. Patrons are reminded that computer screens are visible by children and appropriate local, state, and federal laws concerning the display of materials harmful to minors are in effect.
  4. A patron may have a minimum of 30 minutes per day but may use the computer for a longer period of time, if no one is waiting.
  5. Documents may be saved to the owner's disks or devices.
  6. The reference computers and reference, research, educational and recreational programs are available for use by all ages. However, any user under the age of eight (8) must be accompanied, and assisted, by someone who is aged twelve (12) or older. (See library policy on "Unattended minors.")
  7. Articles and files may be printed out using the accompanying printer. There will be a charge of

\$.25 (twenty-five cents) per page for Black-and-White copies, \$.50 (fifty cents) per page for Color copies. Patron is responsible for all pages printed, whether intentional or unintentional. Files may be downloaded from on-line sources. The copyright laws of the U.S. apply to both printing and downloading; the patron is responsible for his/her violations of the law.

8. In compliance with CIPA, effective July 1, 2002, and in accordance with the U.S. Supreme Court ruling, June 23, 2003, and the Georgia Children's Internet Protection Act, OCGA 20.5.5, the library has filtering software installed on all computers. This software is designed to block access to those websites that contain material harmful to minors or inappropriate for minors, including sites containing materials that are extremely violent or horrific in nature or contain pornography or sexually oriented material.
9. The Ohoopsee Regional Library System has agreed to all license agreements, applied U.S. copyrights and related international treaty provisions for the use of the software and/or installed programs. Other than back-up copies, obtained according to fair use practices for library purposes, these programs may not be copied under any circumstances. Copies of articles from copyrighted materials may not be copied, saved or downloaded onto a patron's personal disk without permission from the appropriate authors / publishers.
10. All library rules and policies relating to the proper care and correct use of library materials will apply to the computer and its peripherals and programs.
11. The Georgia Computer Systems Protection Act, OCG 16-9-90, establishes certain acts involving computer fraud or abuse as crimes punishable by fines or imprisonment or both. "Hacking" or otherwise tampering with the hardware, adding to or deleting information relating to the software, or other acts which obstruct, interrupt or cause the computer to malfunction or are intended to disrupt computer functioning elsewhere, are included in this act. Failure to follow the region's Rules and Policies for Computer Use could result in criminal prosecution.

*Approved by the Board of Trustees, April 1996; Reviewed, April 1998; Amended January 30, 2002; Amended April 10, 2002; Updated June 23, 2003; Reviewed and amended August 26, 2008; Reviewed and amended April 30, 2014; Reviewed and amended October 22, 2014*