

## **Greentown Public Library Technology Use Regulations**

### **Philosophy:**

Greentown Public Library is pleased to offer its patrons access to the Internet through a cooperative effort with the Eastern Howard School Corporation. Access to a variety of applications software combined with the resources of on-line databases and the Internet creates a broad technological world. The use of computer technology will help propel our libraries through the communication age by allowing patrons to access and use resources from distant computers, communicate and collaborate with other individuals and groups around the world, and significantly expand their available information base. The Internet is a tool for life-long learning.

Families should be aware that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. In addition, it is possible to purchase certain goods and services via the Internet that could result in unwanted financial obligations for which a patron and/or their parent or guardian would be liable.

While the Library's intent is to make Internet access available in order to further information distribution and research objectives, patrons may find ways to access other materials as well. Even should the library institute technical methods or systems to regulate patrons' access, those methods could not guarantee compliance with the Library's acceptable use policy. That notwithstanding, the Library believes that the benefit to patrons of access to the Internet exceed any disadvantages. Ultimately, however, parents and guardians of minors are responsible for setting and conveying the standards that they and their children should follow when using media and information sources. Toward that end, "Greentown Public Library makes the Library's Policy on Access to Electronic Information, Services, and Networks" available for review by all patrons, and provides parents and guardians the option of requesting for their minor children the alternative of no Internet use.

### **Acceptable Use Guidelines:**

The primary purpose of the Greentown Public Library's Internet connection is educational and research oriented. Student and patron use will be in support of direct educational, research, and/or communication and consistent with the objectives of Greentown Public Library.

### **Non-Acceptable Use Definition:**

It is a violation of this agreement to use the Provider's computer network, Internet resources, and accounts to:

1. Access, upload, download, or distribute pornographic, obscene, sexually explicit materials or other non-approved resources;
2. Transmit obscene, abusive, or sexually explicit language;
3. Violate any local, state, or federal statute;
4. Vandalize, damage, or disable the property of another person or organization;
5. Access another person's materials, information, or files without the implied or direct permission of that person;
6. Violate copyright, or otherwise use another person's intellectual property without his or her prior approval or proper notification;
7. Access chat rooms without prior authorization.

### **Understanding of Privilege and Consequence;**

The use of Internet and technology resources is a privilege, not a right. Patrons are not to use the Providers computers or accounts to access the Internet without the permission and supervision of an appropriate staff member. Inappropriate behavior may lead to penalties including—but not

limited to—revoking of Internet access and computer account(s), disciplinary action, and/or legal action.

All data stored on Provider owned computers is considered property of Greentown Public Library and/or Eastern Howard School Corporation. As such, either owner reserves the right to examine all data stored in their respectively owned machines, computer network, and associated log files to make sure that all users are in compliance with these regulations.

Greentown Public Library and Eastern Howard School Corporation make no guarantees, implied or otherwise, regarding the reliability of the data connection. Neither Greentown Public Library nor Eastern Howard School corporation shall be liable for any loss or corruption of data, or for the loss of time or effort resulting from use of the Internet connection. As such, use of the technology account indemnifies Greentown Public Library and Eastern Howard School Corporation from any and all liability, loss or damages Greentown Public Library and/or Eastern Howard School Corporation may suffer as a result of claims, demands, attorneys fees, costs or judgments against them arising out of the users violation of these network terms and conditions.

### **Computer Trespass:**

Computer Trespass occurs anytime a computer or computer account is used without consent of the owner. State law considers computer trespass a Class A Misdemeanor. For the purposes of Greentown Public Library, computer trespass occurs when a patron:

- Uses technology resources without permission and staff supervision;
- Uses a technology account other than his/her own without permission from the technology director of Eastern Schools;
- Allows other individuals to login under their account or reveals any password or account information;
- Uses data from magnetic media without first having it virus checked under the supervision of a staff member;
- Uses the Provider network or Internet connection to perform any act that may be construed as illegal or unethical. This includes the use of the Internet to gain unauthorized access to other systems, files, or restricted areas, regardless of physical location.

### **Computer Tampering:**

Computer tampering occurs anytime an individual alters, in any way, the computer property of another. Computer tampering may be either damage of the physical system or the electronic media of another individual/corporation. State law classifies computer tampering as a Class D Felony. For purposes of Greentown Public Library, computer tampering occurs when a patron:

- Alters security or performance of any Provider machine for any purpose;
- Vandalizes property or product, physical or electronic, of the Providers or any other individual;
- Makes any unauthorized copies of software residing on Providers computers or from machines that may be access through the Internet connection;
- Uses any program on a Providers owned machine that has not been approved by Eastern's Technology Director or the Library Director, including—but not limited to—software downloaded from the Internet.

### **Other Computer Violations:**

The library seeks to provide an environment of safety and appropriateness for all patrons. Other computer violations occur when a patron:

- Communicates, via computer, messages that include obscene comments, sexually explicit material, or expressions of bigotry, racism or hate;

- Accesses, via computer, and Internet sites that include obscene comments, sexually explicit material, or expressions of bigotry, racism or hate;
- Responds or does not report inappropriate unsolicited on-line communications that may lead to the endangerment of oneself or others;
- Distributes personal information over the Provider network or Internet connection that may result in danger to him/her or others (e.g. name, address, telephone number etc.).

**Consequences:**

Greentown Public Library will uphold any sanctions imposed by Eastern Howard School Corporation, and holds the right to impose any additional sanctions appropriate to the public library setting. When and where applicable, law enforcement agencies may be involved with students and adult patrons.

Notice: These Policies and provisions are subordinate to local, state and federal statutes.

Date: Reviewed 8/26/02