

Adopted and Revised May 2019

VI. PUBLIC COMPUTER AND INTERNET POLICY

1. Purpose

The Truro Public Library provides computer(s) for public use. The Library also provides Internet Access to the public as an additional source of information. The Internet is to be used to supplement reference and educational information. The Internet contains information, which may be inaccurate, outdated or personally offensive.

2. Responsibilities of the User

- A. Patron agrees that the Truro Public Library cannot guarantee confidentiality over the Internet. Patron will assume all risk/liability when divulging a credit card number or other personal information on the Internet. The Truro Public Library is not responsible for charges, damages, or injuries from such use.
- B. Patron agrees that the Truro Public Library is not responsible for work or information lost due to computer or system malfunction.
- C. Patron agrees that the Truro Public Library complies with the United States Copyright Law, and all other federal, state and local laws regarding the use of the Internet and other electronic media. The Library is not responsible for copyright and infringement by a patron.
- D. Patron agrees that the Truro Public Library complies with the Iowa State Law, which makes it illegal to download or purvey child pornography, purvey pornography to children, or commit fraudulent acts using the Internet.

3. Rules and Guidelines for Public Computer and Internet Use

- A. A basic knowledge of computers is required. Truro Library staff is not responsible for computer and/or Internet instruction. When time permits, the staff may provide basic assistance, with some simple instruction.

- B. Patrons wanting to use the computers must sign in with the library staff before using and sign out with the staff when finished.
- C. No more than 2 users will be permitted at a computer at one time.
- D. The following Internet protocols are NOT offered: Usenet news groups, Internet Relay Chat (IRC), and Direct File Transfer Protocol (FTP).
- E. The Truro Public Library does not provide e-mail accounts/addresses.
- F. All downloading must be done to a CD or flash drive. Downloading and CD burning is NOT allowed on the Library's computers.
- G. Users may NOT make any attempt to alter or damage computer settings, hardware or software.
- H. Users are limited to a ½ hour of use per session.
- I. If the computer is not scheduled, it may be used on a first come, first serve basis.
- J. The computer may be reserved by phone for one session per day. Reservations will be honored for 10 minutes beyond the reserved time.
- K. There will be a printing charge of 25 cents per page for black and white, 50 cents for color or pictures.
- L. Users will be asked to discontinue use of computer 15 minutes before closing.
- M. Inappropriate library behavior or misuse of the computer or Internet access will result in loss of your computer privileges. The length of the suspension is at the discretion of the Librarian.
- N. Conversation over the Internet will be limited to 15 minutes using a quiet voice so as not to disturb the other computer users.
- O. Personal computers may be connected to the Internet in the computer area of the library.

ANY VIOLATION OF THE ABOVE LIBRARY POLICIES WILL BE CAUSE TO HAVE
COMPUTER PRIVILEGES TERMINATED.