

Pentwater Township Library

Acceptable Internet Use

WHO MAY ACCESS THE INTERNET

Access to the Internet is available to all patrons and visitors of the Pentwater Township Library (Library) as an informational, educational and recreational resource. The Library has developed the Acceptable Internet Use policy in accordance with state and federal laws in order to offer the public of all ages, safe and legal access to the Internet.

INFORMATION ON THE INTERNET

The Pentwater Township Library recognizes the Internet is a dynamic environment with content that constantly changes. The Library neither has control over resources offered through the Internet nor has complete knowledge of what is on the Internet. The Library makes no guarantee with respect to the quality or content of the information available on the Internet, not all of which is accurate, current or complete. Some content may be offensive. The Internet is not governed by any entity, so there are no limits or checks on the content. Only a user can decide on the accuracy, completeness, and currency of the content. Library users access the Internet at their own discretion.

In accordance with State and Federal laws, including the Children's Internet Protection Act (CIPA) and Privacy Act, all library computers with Internet access are filtered. Note, however, that no filter is 100% effective. Parents or legal guardians are responsible for their minor child's reading, listening, and viewing of library material, including the Internet. Minors are responsible for complying with this policy when accessing the Internet. Subject to other demands on staff time for library services, the Library staff will make a good faith effort to periodically monitor the use of library computers by minors. Notwithstanding the foregoing, the Library holds the parents or legal guardians responsible for their minor children's use of the Internet in light of the fallibilities of filters and other demands on Library staff time

In order to further comply with CIPA the Library has taken certain measures to assist in the safe and effective use of the Internet by individuals under the age of 17, as follows:

- To address the issue of access by minors to inappropriate material on the Internet, including material that is harmful to minors, the Library:
 - Maintains the filtering program described above to block Internet access to visual depictions that are harmful to minors, obscene, and child pornography.

- To address the issue of the safety and security of minors when using the Internet, electronic mail, chat rooms, and other forms of direct electronic communications, the Library urges minors to follow the safety guidelines below:
 - Never give out identifying information such as home address, school name, or telephone number.
 - Let parents or guardians decide whether personal information such as age or financial information should be provided online.
 - Never arrange a face-to-face meeting with someone through a computer without parent or guardian approval.
 - Never respond to messages that are suggestive, obscene, or threatening.
 - Remember that people online may not be who they say they are.

- To address the issue of unauthorized access, including so-called "hacking" and other unlawful activities by minors online, minors and all other Internet users are required to agree to an online Internet User Agreement that states that "Library computers are not to be used for any illegal activity."

Since the computers providing Internet access are located in public areas, which must be shared by users of all ages, backgrounds and sensibilities, users are asked to consider this when accessing potentially controversial material. The Library reserves the right to ask individuals to discontinue the display of information and images which may be offensive or disturbing. Violations will be cause for banning use.

VIOLATIONS

The Library's computers, network, and Internet connection may not be used for any illegal activity or in an unauthorized manner in violation of this Acceptable Use Policy. Violation of local, state and federal laws will be prosecuted to the full extent of the law.

Users violating this policy will first be asked to comply. For individuals who repeatedly violate this policy after previous warnings, the Library reserves the right to prohibit use of the Library's computers, network, Internet connection, and/or the Library for a period up to 72 hours by action of the Library Director or the staff member in charge. An individual may appeal this decision to the Library Director, or the Director's designee.

The Library also reserves the right to prohibit use of the Library's computers, network, Internet connection, and/or the Library for a period of time exceeding 72 hours by action of the Library Director, or the Director's designee. In such instances, an individual shall be informed of the

decision in writing by certified mail. The decision may be appealed in writing within seven (7) days to the Library Director, or the Director's designee, whose decision shall be final.

GETTING STARTED

Library staff will assist users in getting started on the Internet. However, trained staff may not be available at all times. The staff is not able to offer extensive explanations or provide in-depth training. Time permitting, they will try to answer specific questions and offer suggestions for effective searching.

RESPONSIBLE USE OF THE INTERNET

All patrons and visitors shall use the Internet in a responsible and courteous manner, respecting the rights of others at all times.

Prohibited are:

- Making unauthorized copies of copyrighted, licensed or otherwise controlled software or data.
- Misrepresenting oneself as another user; attempting to gain access to files, passwords, or data belonging to others; or seeking disallowed access to any computer system.
- Damaging or altering the setup of the equipment, altering or damaging software or data, or propagating computer worms and viruses.
- Transmitting threatening, harassing or abusive language or images.

Violations of these regulations may result in suspension or loss of the privilege to use the resource. Illegal activity shall be subject to prosecution by appropriate authorities.

CHILD SAFETY ON THE INTERNET

Parents or guardians are responsible for the supervision of their children who use the Internet, and for information accessed by their children. They should discuss Internet safety with their children.

WIRELESS USER - RESPONSIBILITIES AND GUIDELINES

Patrons and visitors utilizing the Library's wireless connection agree to comply with the all provisions of the Acceptable Internet Use policy and the wireless responsibilities and guidelines.

- The Library's wireless connection is not encrypted. Use of the wireless connection is done at the patron's own risk. By using this connection, patrons acknowledge that security errors and hacking are an inherent risk associated with any wireless service. For that reason, patrons expressly agree that they knowingly assume such risk, and further

agree to hold the Library harmless from any claim or loss arising out of, or related to, any such instance of hacking or other unauthorized use or access into the patron's computer.

- Software and other files downloaded from the Internet may contain viruses or spyware that may infect other computers. The Library accepts no responsibility for any software downloaded and/or installed, email opened, or sites accessed while patrons are on the wireless internet connection. Any damage done to the patron's equipment including viruses, identity theft, spy-ware, plug-ins, or other Internet-borne programs is the sole responsibility of the patron; and the patron indemnifies and holds harmless the Library from any such damage. In light of security issues and the variety of electronic equipment that can be used to access wireless networks, the Library urges patrons to incorporate appropriate protections systems such as anti-virus, firewall software and updated patches when accessing the Library's wireless network.
- Be respectful of those around you, remembering that this is a public library, used by people of all ages. The Library reserves the right to ask individuals to discontinue the display of information and images which are inappropriate in a library setting. Failure to comply may result in loss of privileges.
- The Library will provide configuration specifications about its wireless network for patron access but does not provide technical support for individuals wishing to use their own electronic equipment. Library staff is not allowed to configure, diagnose or modify a patron's electronic equipment to enable access to the library's wireless network.

Adopted 06/10/1997; Revised 02/10/1998; Revised 10/10/2000; Revised 09/16/2003; Revised 12/2004; Revised 10/11/2011; Revised 01/16/2018.