

CUMBERLAND COUNTY LIBRARY AND MILLVILLE PUBLIC LIBRARY INTERNET AND COMPUTER USE POLICY

Cumberland County Library and Millville Public Library provide access to the Internet and other electronic resources to further their mission of providing information and educational resources to our community.

INTERNET DISCLAIMER

The Internet contains many different kinds of materials, some of which may be of a controversial or an offensive nature. In offering Internet access, the library staff cannot control or assume responsibility for:

- Access points reached
- The content of interactive communications, such as e-mail, chat and newsgroups
- The validity of information
- Accessibility due to technical difficulties or Internet reliability

Parents must assume responsibility for their children's use of the Internet and the Cumberland County Library and Millville Public Library networks. Parents are encouraged to watch and monitor their children as they use these resources. Free copies of Child Safety on the Information Highway are also available.

The following activities constitute INAPPROPRIATE USE of the Internet and are strictly prohibited:

- Display of sexually explicit graphics
- Display or transmission of profane, abusive or threatening language
- Violating any local, state, or federal statute
- Loud and boisterous behavior

CONTENT FILTERING

To comply with federal E-Rate provisions and the Children's Internet Protection Act (CIPA), Cumberland County Library and Millville Public filter content on all its PCs relative to the requirements of the act. Adults may request disabling of the filter on a session-by-session basis.

In addition users are required to observe the following COMPUTER SECURITY RULES:

- Do not attempt to run your own software, customize files, or change configurations.
- Do not turn off the computer or reboot the system. Ask a library staff member for assistance.
- Deliberate altering of any files or modifying the configuration of any PC or peripheral is considered a violation of computer system security and will result in the loss of library computer privileges, with possible legal ramifications.
- Destruction or damage of equipment due to willful misuse will result in legal action
- Willful removal of any part of the PC will be considered theft and will result in legal action.
- At Cumberland County Library, users are permitted to bring their own computer discs for downloading information or for using office productivity applications; however, all such discs must be scanned for viruses. There are absolutely NO exceptions. 3.5" floppy discs are available for purchase for \$1.

COMPUTER USE DISCLAIMER

The libraries assume no responsibility for damage to your system resulting from any files downloaded from either library and/or from any discs purchased at the Cumberland County Library.

CHILDREN 12 AND UNDER

At Cumberland County Library, children 12 years old or under are not allowed to use the computers in the reference area or in the computer lab without an adult or staff member present. At Millville Public Library the age limit is 8 years old or younger.

USER IMPERSONATION

To ensure that all library users have an equitable opportunity to receive daily computing services, computer users agree to use their own, and ONLY their own, library (card) account numbers when logging onto the computers. Impersonating other users, either with or without their consent, is strictly prohibited.

SPECIAL POLICIES FOR CUMBERLAND COUNTY LIBRARY COMPUTER LAB

Computer lab users agree to all afore-stated provisions, plus:

- During scheduled classes, users are required to use OTHER AVAILABLE public computers.
- Should ALL remaining public Internet computers be in use, a number of computers equal to the number of non-registered seats may be made available in the lab, even during class time.
- In the event of "no-shows." registered computers will NOT be made available until AFTER the scheduled class's completion.
- Classes with confidential content (e.g staff training, vendor demonstrations, third party use, etc.) reserve the right to deny any overflow public usage on ANY lab computer for the duration of the class.
- If ALL public Internet and ALL lab computers are in use, users are requested to use the sign-up station in the main public area.
- The user agree to adhere to all other posted procedures in the lab.

Any user violating any usage guideline(s), whether Internet or computer related, will be asked to stop. If the violation continues after a written warning is issued, the user will forfeit the right to use the computers at the Cumberland County Library and the Millville Public Library.