Rockport Public Library
Acceptable Use Policy

This policy applies to all computers owned by the library, as well as, all personal laptops, or handheld device addressing the Internet via the library's internet connection.

The Rockport Public Library is committed to providing informational, educational, recreational and cultural resources to meet the needs of the Rockport Community. Throughout its history, the Rockport Public Library has made information available in a variety of formats including print materials, microforms, audiovisual materials, and electronic resources. The library's computer system provides the opportunity to integrate electronic resources with the library's other resources. The library's goal in providing Internet access is to enhance its existing collection in size and depth and to give anyone who wishes to use the Internet the chance to do so.

Disclaimer of Reliability
While there are numerous excellent and reliable sources of information on the Internet, not all sources provide accurate, complete, or current information. Some information accessed electronically may not meet the standards of the Rockport Public Library's Collection Development Policy. The accuracy and authenticity of electronic information is not guaranteed by the Rockport Public Library. With regard to the Internet, the library does not selectively choose (i.e. filter) which electronic resources to make available. Just as parents are encouraged to discuss appropriate use of other library materials, the library encourages parents to discuss with their children the appropriate use of electronic resources available through the Internet. Because the Library does not monitor nor has control over the information on the Internet, the Library cannot be held responsible for Internet content.

Limitation of Liability
The Rockport Public Library will have no liability for direct, indirect or consequential damages related to the use of information accessed through the Library's Internet service.

Since software and information downloaded from any sources, including the Internet, may contain viruses, patrons are advised to utilize virus-checking software on their home computers. The Library is not responsible for damage to user's property or for any loss of data, damage or liability that may occur from use of the Library's computers.

While we offer wireless Internet access for properly equipped personal laptops and handheld devices, the Library cannot assist with setup and configuration. The Library cannot accept the liability for handling patron equipment.

Rules for Use
To achieve an atmosphere conductive to the best use of its resources, the library has developed the following rules regarding the use of public computers and internet. Computer and printer access is available when the library is open. Wireless internet access is available from within the library when the library is open.

1. The library will not tolerate use of its computers and network in a way that violates local, state, or federal law. Patrons may not use the internet for any illegal activity or place any material on the internet related to any illegal activity.

2. Whether using a library computer, personal laptop or handheld device, accessing, displaying, or printing material that is inappropriate for public viewing or that meets the definitions of pornography is prohibited. Blatantly offensive visual or text-based materials constitute potential sources of harassment to other patrons and to library staff and will not be tolerated. Similarly, display of materials which are intended to or reasonably likely to create an intimidating, hostile, humiliating, or offensive environment in the Library based upon race, religion, national origin, ancestry, disability, or any other category protected under state and federal law, is prohibited. The Library reserves its right to terminate an Internet session at any time.

3. Patrons must use headphones when listening to audio content, and keep volume low so you do not disturb others.

4. Patrons are responsible for complying with copyright law, licensing agreements and the policies of the individual websites that you view.

5. If the computer you are using powers off for any reason, any stored information from your session is deleted. We encourage you to use a removable storage device, like a thumb drive, to store your data regularly while working in Microsoft Office and other applications.

6. Public workstations are not private or secure, and privacy or security cannot be guaranteed on the Library's network when accessed via personal laptop or hand held devices. Assume that all user activity will be seen by others.

7. The Rockport Public Library endeavors to maintain access to the Internet. However, technical, mechanical or other problems may interrupt service. The Library is not responsible for problems that may arise when patrons are unable to connect to the Internet.

8. Patrons may not tamper with, compromise, or endeavor to bypass the library security or timer software in any way, nor attempt to alter or damage computer equipment, software or configurations owned by the library. Patrons will not make any attempt to gain unauthorized access to restricted files or networks, or to damage or modify computer equipment or software.

9. Patrons may plug any appropriate device into the front ports on our computers, but may not remove anything from the back of the computers.

10. Patrons will respect copyright laws and licensing agreements.

11. Access is provided on a first-come, first served basis – no advance registrations.

12. Patrons must log into the computers using their own library card number. Using someone else's login information is against library policy, and will result in revocation of computer privileges. Out of town occasional visitors can get a guest pass from the Main Desk.

13. Patrons may not gather around/stand behind computer users since doing so may obstruct or distract other patrons. No more than two people may use a workstation at one time.

14. Patrons may log into the internet computers for one 60 minute session a day. Librarians can add additional time depending on availability.

15. Computers shut down 15 minutes before the library closes.

16. Users must cooperate with librarians as requested to insure equitable computer use and a safe computing environment. Failure to do so may result in loss of computer privileges.

Use of the Internet by Minor Patrons (up to the age of 18)

Parents and guardians are responsible for what their minor children view on the Internet. Parents or guardians who wish to limit or restrict their minors' access to the Internet must accompany minors while they are using the Internet; parents are encouraged to share this learning experience with their minor children. The library does not censor or filter the Internet. Be aware that there are images and information that might be personally offensive, controversial or inappropriate to you, to minors, library staff or other patrons. It is the responsibility of parents/guardians to advise their minors concerning the danger of providing names, addresses and telephone numbers. Minors who visit the Library without a parent or guardian are responsible for their own decisions and behaviors.

Library Staff Assistance

Library staff will make reasonable efforts to assist patrons in their use of the computers. However, they are unable to provide detailed instruction on either Internet searching or the use of PC applications. It is the patrons' responsibility to learn the programs they wish to use, including Internet browser software. The Librarian on duty can recommend such strategies and make suggestions as to which Web sites, books or periodicals might best answer a patron's questions.

Additional Information

- The cost of printing is posted when a user sends an item to be printed.
- The library offers free wireless internet access throughout the building.
- The library offers wireless printing.
- USB drives are available at the Main Desk for $5.00

Compliance

The library reserves the right to take appropriate action to insure compliance with this policy. Violations will result in the suspension of library privileges in addition to any appropriate legal action, including criminal prosecution, as per the Rockport Public Library Behavior Policy. In cases where voluntary compliance is not adhered to, the Rockport Police Department/911 may be called for assistance. Library employees will complete an Incident Report for behavior that persists beyond the first warning and anytime the Rockport Police Department are called for assistance.

The Board of Trustees reserves the right to amend this policy, and to rule on situations not specifically covered herein. The Board of Trustees and the Library Director shall review this policy as needed.

Library Director
Cindy Grove

Board of Library Trustees
Lana Razdan, chair
Rob Audano
Holly Frithsen

Policy voted and adopted on: June 22, 2017
Policy last reviewed and amended on: