

Huntington Public Library COMPUTER/INTERNET USE POLICY

The Huntington Public Library (HPL) has established rules to make your use of Library networked services and electronic communications positive and secure. By your continued use of this service, you agree to be bound by these rules. All patrons:

- Are required to sign in at the Circulation Desk, except those using the online catalogue.
- May reserve a computer for one half-hour interval on the sign-up sheet at the circulation desk. If no one is waiting to use it at the end of the reserved half-hour, the signed-in person may continue use. A person may reserve a computer no more than six days in advance.
- Will be charged a page rate for any printing, to help offset the considerable cost of paper and ink. Rate will be set by the Trustees annually.
- Must not install any software on library computers.
- Must not alter, remove, or damage configurations, software or hardware on library computers.
- Must refrain from illegal or unethical use of the Internet.
- Must respect intellectual property by only downloading information or computer files with proper permission.
- Must respect the privacy of others.

Content and Uses of the Service Since the Internet is a global electronic network, the HPL has no control of its users or content. The Internet and its available resources may contain material of a controversial nature. The Library will not censor access to material nor protect users from offensive information, and is not responsible for the availability or accuracy of information accessed from remote network sites.

Parents of minor children must assume responsibility for their children's use of the Internet through the Library's connection. Users agree to supervise the use of the Internet by minors in their care.

Signed form for minor's use by parent or guardian is required.

Users agree not to use HPL computers to publish any information, software, or other content which violates or infringes upon the rights of any other person or which would be abusive, offensive, or libelous to the average person. Users agree not to use the facilities and capabilities of the Service to conduct any business or activity for financial gain, or to solicit any activity, which is in violation of the law or HPL policy.

Users agree to not incur any costs to the HPL through access to fee-for-service information providers.

Users of networks or facilities not owned by the Library will adhere to the policies and procedures established by the administrators of all such networks and facilities. Users of the Library computing resources must follow the guidelines of each of the networks traversed.

Copyrighted Material Users may not use HPL computers to upload, transmit or post copyrighted or otherwise protected material and/or software to the Internet without the permission of the owner(s) or person(s) owning the copyright or other intellectual property rights in the transmitted materials.

The copyright law of the U.S. (Title 17 U.S. Code) governs the use of copyrighted materials. Persons using HPL computers are liable for any copyright infringements.

Downloading from the Internet copyrighted or otherwise protected material must be done with the express permission of the owner(s) or otherwise authorized person(s) regarding copying, redistribution, modification, or publication. The Library is not responsible for any software or shareware fees incurred through the downloading of software. Users may not use the identity of the Huntington Public Library as an educational institution to download software designated "for educational use only" for personal use.

Software registered to the HPL is not intended for personal use and copies of the applications may not be made for home use. Doing so is a violation of U.S. copyright laws and the Library's licensing agreement with software publishers. Access to HPL electronic services will be terminated for such a violation.

Termination of Access The Huntington Public Library reserves the right to suspend or terminate any user access to the Internet or other network services without prior notice at anytime for any reason. Violations of the law, such as destruction or damage to equipment, software, or data belonging to the Library or other users will be dealt with in a serious and appropriate manner. Illegal acts, involving Library computing resources, may also be subject to prosecution by local, state, or federal authorities.

Unauthorized Access Unauthorized access to the HPL computer system is strictly prohibited. Users will not engage in any such activity or attempt to access the computer system for the purposes of altering or manipulating the hardware or software (hacking).

Hard Drive Space Not Available Files or documents may only be saved to an external memory device. This is strictly the user's responsibility, and the Library takes no responsibility for any loss of data incurred. Users are prohibited from using external memory devices to load and run software on HPL computers.