

L. COMPUTER ACCEPTABLE USE

Williamson County Public Library COMPUTER ACCEPTABLE USE AGREEMENT

1. It is the responsibility of the Patron to read and accept these COMPUTER ACCEPTABLE USE AGREEMENT guidelines prior to using the Library's computers. Patron agrees that by using any library computer that he/she has read and understands this Use Agreement and agrees to all of the terms contained herein. For the purpose of this Use Agreement, "Minors" are defined as Patrons under the age of 18 years.
2. Patron agrees that the library is not responsible for the content, validity, or currency of any information found on the Internet, whether or not it was provided by the library or created by the library.
3. The Library and the Library staff reserve the right to terminate any Patron's computer session in the library..
4. Residents of Williamson County and other registered Patrons must have a current library card in good standing to use the library's computers.
5. Any Patron who owes outstanding **fees exceeding \$3.00** for late **library materials** or violates any other Library rule or policy which may involve fees will not be allowed to use the Library's computers until the Patron **fees are below \$3.00**.
6. Visitor computer passes may be issued to resident and temporary non-resident library users at the sole discretion of the Library.
7. Telephone reservations for library computers will not be permitted under any circumstances.
8. **Internet access is filtered in the library.** The filter is set to always block pornography, nudity and hacking. Should a patron feel that a website is wrongfully **blocked**; a Website Request Form is available at the department or branch library service desk upon request.
9. Internet access by minors:
 - a. Children ages 4-17 years without their parent or guardian's permission **statement** in **the minor's** account, may request internet access if the parent or guardian is providing direct supervision of the minors computer use.
 - b. Children ages 11 – 17 years may access the Internet with **signed** permission from their parent or guardian **in the minor's library account** without direct supervision by the parent or guardian.
10. Computer use Restrictions at the Main Library (Main) and System Branch Libraries:
 - a. Main Children's Homework Center computers – Prior to first use, minors 11 to 12 years of age shall have current, signed Parental Permission **statement in** the minors' library account allowing the minors use of the Internet computers, or minors 12 years of age and under must be under the direct supervision of a parent or guardian.
 - b. Main Children's Pre-School computers – May be used by pre-school and minor Patrons.
 - c. Main Computer Center at the Main branch - Only adult Patrons may use these computers.

- d. Main Reference –Adult patrons and minors 11 to 17 years of age with a current, signed Parental Permission **statement in** the minors’ library card application on file at the circulation desk, or minors under the direct supervision of a parent or guardian may use these computers.
 - e. Main Assistive Technology Computers – has a default setting for adult Patrons. Patrons may request youth access from staff.
 - f. Main Special Collections– Computers are restricted to Patrons conducting research in the department.
 - g. Main Teen Zone computers are located in the Teen Room. Minors 13 to 18 years of age with a signed Parental Permission **statement in** the minors’ library account may access teen computers. Minors 13 to 18 years of age **without signed Parental Permission** must be under the direct supervision of a parent or guardian to use the Teen computers.
 - h. System Branch Libraries – Prior to first use, minors 11 to 17 years of age shall have current, signed Parental Permission **in the minors’ library account** allowing the minors use of the Internet computers, or minors 17 years of age or **younger** must be under the direct supervision of a parent or guardian.
11. Patron computer sessions are for 30 minutes, unless noted otherwise. The Patron may continue use of the computer if the computer has not been reserved and if no one is waiting.
 12. The library will conform to all local, state, and federal laws regarding minor’s access to materials harmful to minors. Therefore, all the computers are filtered according to Children’s Internet Protection Act (CIPA).
 13. Under no circumstance may Patrons request or use staff computers located at the Service Desks.
 14. The Williamson County Public Library prohibits the unauthorized disclosure, use, or dissemination of personal information regarding Library users, including minors. Personally identifiable information about users may not be disclosed or used in any way, except to law enforcement authorities as provided in the law. **Software clears personal data from public computers when the computer is restarted.** Users should be aware, however, that due to the technical difficulties involved in providing absolute security, transactions and files may become public. User agrees to hold Williamson County, Williamson County Library and any of its employees, agents, volunteers or officers from any liability regarding the dissemination of personal information.
 15. As with all other Library resources, the Library is not responsible for monitoring the internet habits or use of the internet by any minor and as such shall not be liable for any action, damage or injury related to the minor’s use of the computer, and that such responsibility lies solely with the Parent or Guardian to determine and monitor their minor children’s use of the Internet. Parents are responsible for their minor children’s use of the Library’s resources and facilities.
 16. All computer users should avoid disclosing personal information over the Internet to preserve their own personal safety. Library Computer users are prohibited by law from disclosing, using, or disseminating personal information regarding minors without written authorization of the parent or legal guardian of the minors involved.
 17. Patrons are strictly forbidden to view sites that are inappropriate for display in a public setting according to the community standard on library computers.
 18. In accordance with the Tennessee Code Title 39, Chapter 17, Part 9, sending, receiving, or displaying text or graphics that may be reasonably construed as obscene by community standards are prohibited, regardless of age. Inappropriate may be defined as “including, but not limited to, materials that are obscene; that an average person applying contemporary community standards would find the work taken as a whole lacks serious literary, artistic, political, or scientific value.”

19. While using any Library computer, a patron is not permitted to:
 - a. Attempt unauthorized access to the library's network.
 - b. Install or download programs on a computer's hard drive.
 - c. Attempt to damage the computer equipment.
 - d. Alter software configurations on the desktop.
 - e. Use the library workstation for illegal or criminal purposes.
 - f. Violate copyright laws, or software licensing agreements.
 - g. Violate another user's privacy.
 - h. Use the library system's wireless network inappropriately.
 - i. Engage in any of the following activities:
Libeling or slandering of others, uploading a worm, virus, or other harmful form of programming or vandalism; participate in hacking activities or any form of unauthorized access to other computers, networks, or information systems.
20. Computer users are prohibited from using the library computers to compromise the safety and security of minors when using e-mail, chat rooms and other forms of direct electronic communications. Such use includes but is not limited to: giving others private information about one's self or others or arranging a face-to-face meeting with someone one has met on the Internet without a parent or legal guardian's permission.
21. Documents and web pages may be printed at the cost of 10 cents per page for black and white print outs and \$1.00 per page for color print outs.
22. User agrees to hold Williamson County, Williamson County Library and any of its employees, agents, volunteers or officers from any liability damages or injuries that may be suffered by a Patron, whether an adult or a minor regarding use of any Library Computer unless otherwise provided for Under Tennessee Law.

The Patron understands and agrees that the Williamson County Public Library and Williamson County, Tennessee are not responsible for any damage, loss or inconvenience resulting from power interruption or loss, computer viruses, hardware failure or defects, software failure or defects, general equipment failure, data loss for any reason, corrupted files, or for any damage, loss or inconvenience that the Patron may experience for any reason whatsoever while using any Library Computer. Use of Library computers for Internet access in any manner or for any reason is at the personal risk of the Patron. Williamson County Public Library and Williamson County, Tennessee are not responsible for any information entered by the user, including but not limited to name, address, telephone number, facsimile number, credit card information, personal identification information and the like. The Williamson County Public Library and Williamson County, Tennessee cannot guarantee the privacy of any information entered by the user. Use of the library computer equipment for any reason is at the risk of the Patron.

This Computer Acceptable Use Agreement was approved by the Board on October __, 2016.