

**POLICY**

**SUBJECT: USE OF COMPUTER RESOURCES AND INTERNET ACCESS**  
**APPROVED BY: Board of Library Trustees**  
**APPROVAL DATE: December 10, 2015**  
**EFFECTIVE DATE: December 10, 2015**  
**NEW ( ) REVISED (X)**

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The Library provides access to a broad range of electronic resources including those available through the Internet as part of our mission to “inform, educate, entertain, and culturally enrich” the community we serve.

Use of the Library’s public computers is on a first come first serve basis. The Library reserves the right to limit access to public computers if other customers are waiting. Customers with accounts in good standing must have their own library card to use a public computer. Visitors from outside of Allen County may be granted access to the library’s computer resources upon presentation of acceptable identification.

In order to insure a positive library experience for everyone the Library requires that all customers, including staff, shall:

- Abide by all local, state and federal laws, rules and regulations including, but not limited to, copyright laws, privacy laws, laws related to the unauthorized access or tampering of computers or computer systems or networks, and the Children’s Internet Protection Act (CIPA).
- Refrain from accessing, viewing, or printing pornographic visual materials or content that by contemporary standards would be considered obscene.
- Respect the configuration of computer equipment at the Library. Downloading or installing nonstandard software programs is prohibited.
- Respect the security of the network.
- Respect another person’s or party’s privacy.

In accordance with the requirements of CIPA, the Library employs the use of an internet filter to guard against accessing, inadvertently or otherwise, Internet content that is obscene, child pornography, or harmful to minors. However, no filter can protect against all such content; consequently, parents or others accompanying minors should supervise library Internet usage by minors. Filters may falsely block material that is appropriate or they may fail to block access to objectionable material. In order to allow use of the Internet for bona fide research or other lawful purposes, the Library may turn off the filter at a public computer upon the request of an adult customer.

The Allen County Public Library assumes no responsibility for any damages, direct or indirect, arising from use of its connections to Internet services. In consideration of the Library providing customers with access to the Internet, customers agree to hold the Library harmless and agree to

## **Revised Policy**

indemnify the Library for any and all liability resulting from the customers' use thereof. This policy is implemented by a separate set of operating procedures. Customers who violate the Use of Computer Resources and Internet Access policy may be subject to the suspension of their Library privileges, be excluded from the Library and/or may face legal action.