

Technology Use Policy*Effective Date: 02/15**Reviewed and Revised: 07/18***Page 1 of 2***Policy No: 2.17*

Policy

The Ela Area Public Library District provides access to electronic information and communication systems for use by the public. A variety of electronic equipment, including computers, is made available for patron use. When using electronic information and resources, the Library upholds and affirms the right of each individual to have access to constitutionally protected materials.

The Library provides both filtered and unfiltered Internet desktop workstations. All desktop and laptop workstations in the Children's Department and Teen area utilize commercial filtering software configured to block sites that contain pornography and graphic sexual images. No filter is 100% effective and the Library assumes no liability. The Library affirms the right and responsibility of parents/legal guardians to determine and monitor their children's use of Library resources. It is the parent's or legal guardian's decision as to which workstation their child may use.

The Library will not be responsible for any damages suffered, including the corruption or loss of data, resulting from user error, computer error, equipment malfunction, or service interruptions. The Library is not responsible for the accuracy, quality, or the objectionable nature of information obtained through the Internet. Because technical problems related to accessing the Internet and specific sites may occur, the Library cannot guarantee that the Internet or specific sites will always be accessible. Staff will assist patrons with technology use as time and expertise permit-but are not permitted to configure a patron's personal equipment.

Although every effort is made to protect patron privacy, no communications made by or stored in the Library's electronic or communication systems are guaranteed to be private or confidential. These systems are the property of the Ela Area Public Library District and the Library may, without prior notice, monitor its communications systems and equipment from time to time to ensure proper function.

Patrons will not use Library electronic or communications systems for unauthorized purposes, which include but are not limited to the following:

- Any purpose that violates United States, State of Illinois, or local laws or to access materials that by local community standards would be obscene, including offensive, harassing, vulgar, obscene, or threatening communications
- Violating copyright laws and licensing agreements
- Viewing sites or entering information that may be inadvertently viewed and considered objectionable by other library users.

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- Using systems or equipment in any manner that intentionally disrupts, disables, or destroys data, records, files, networks, computers, business equipment, or other communication systems belonging to the Library or other individuals or organizations
- Installing software to library computers or modifying library software
- Attempting to connect their personal equipment to any of the Library's Ethernet network ports

Violating this policy will result in loss of computer use and wireless network privileges as detailed in the Library's Behavior Policy.