

## GENERAL GUIDELINES FOR PUBLIC ACCESS COMPUTER USE AND WIRELESS NETWORK USE

### USER RESPONSIBILITIES:

- Users must evaluate the information they find on the Internet. **WFPL does not monitor or control the content of the materials on the Internet and does not guarantee the accuracy, authenticity or currency of the information located by the user.**
- Users must exercise common sense and be considerate of others when using the computers. WFPL does not evaluate Internet content. **WFPL has filters in place.** These filters may be turned off upon request. The patron must be 18 years or over. Having this filter in place complies with CIPA requirements. The filtering software limits children's exposure to some websites and blocks specific sites that could be offensive to some users. Filtering software may not block all materials one might find offensive and may inadvertently block material that is inoffensive. Use of the public access computers is provided in a public and open environment. It is always possible for others to see and/or read the material on the screen you are looking at. There are times when viewing otherwise legal materials may not be appropriate. This is particularly important when children are present.
- Users release personal information over the Internet, including personal identifying information (name, school name, home address, telephone number), credit card numbers, or bank account numbers, at their own risk. People online may not be who they say they are. Do not arrange a face-to-face meeting with someone via the computer without a parent or guardian's approval. Never respond to messages that are suggestive, obscene, threatening, or make one feel uncomfortable. **Public access computers are not secure and should not be used to transfer financial and other personal data.**
- Users must notify the staff immediately if they experience any problems with the equipment or software.

### DISCOURAGED PRACTICES:

- The public access computers are intended primarily for information access, retrieval, and processing. Recreational uses, while not prohibited, should be considered secondary.
- The access of web based chat and instant-messaging services is **strongly** discouraged.

### PROHIBITED USES AND BEHAVIORS:

- Harassment, disrespect, or disregard of other library users or staff.
- Misuse, abuse, destruction or damage to equipment, software or data belonging to the library.
- Download of files or software applications to library hard drives. Download of files to removable media drives must be arranged with library staff.
- Installation or the attempted installation of ANY software package, includes but is not limited to: Chat, Instant Messaging, game sites that allow chatting, file sharing and e-mail client software.
- Violation of any local, state or federal law. This includes, but is not limited to, copyright and licensing violations, except as permitted by the principles of "fair use" under federal copyright law; invading the privacy of individuals by accessing their data or by harming, modifying, or destroying their data; and using Internet access for slanderous, libelous or harassing purposes. It is the responsibility of the computer user to know, understand, and abide by the law.
- Use of Internet access computers for commercial purposes.
- Sending, receiving or displaying obscene or pornographic text or graphics is inappropriate for a public and open environment and may be illegal.

**INTERNET ACCESS FOR CHILDREN:**

Children are particularly vulnerable. Without the experience and knowledge to properly interpret and filter images and information they may be unable to correctly process the information being viewed. Parents or guardians, not the Library or its staff, are responsible for the Internet information selected and/or accessed by their children

Parents and children are encouraged to read the brochure *Child Safety on the Information Highway*, produced by the National Center for Missing and Exploited Children. Copies are available in the library and electronically at [www.missingkids.org](http://www.missingkids.org).

All Public Access computers are available for use by children as well as adults however, the Public Access computer in the Children’s Room is reserved for library customers age 16 and under. **Children ages 12 and under must be directly supervised by a parent or adult guardian** while accessing the Internet.

**DISCLAIMER**

The Wilton-Free Public Library assumes no responsibility for any damages, direct or indirect, arising from the use of its Internet or computer services.

User Agreement and Parental Permission Form

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As a user of the Wilton Free Public Library computer network, I hereby agree to comply with the above stated rules - communicating over the network in a reliable fashion while honoring all relevant laws and restrictions.

Signature \_\_\_\_\_

As the parent or legal guardian of the minor student signing above, I grant permission for my son or daughter to access networked computer services such as electronic mail and the Internet. I understand that individuals and families may be held liable for violations. I understand that some materials on the Internet may be objectionable, but I accept responsibility for guidance of Internet use - setting and conveying standards for my daughter or son to follow when selecting, sharing or exploring information and media.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Library Card no. \_\_\_\_\_ Non-patron \_\_\_\_\_

**USERS WHO WISH TO ACCESS THE WIRELESS NETWORK:**

**Users will need:**

- A laptop computer
- A wireless system uses the WiFi standard (also known as IEEE802.11b-g).
- A charged battery (electrical outlets are available in some areas of the library, but not all areas)
- Compatible headphones if planning to use audio files

**Limitations and Disclaimers:**

- Previously stated rules apply to the Wireless Network Use
- Library staff is not able to provide technical assistance and no guarantee can be provided you will be able to make a wireless connection.
- The Library’s wireless network is not secure. Information sent from or to your laptop can be captured by anyone else with a wireless devise and the appropriate software, within three hundred feet.
- The Library assumes no responsibility for the safety of equipment or for laptop configurations security, or data files resulting from connection to the Library’s Wireless Network.
- At the present time, Internet traffic on the Wireless Network is not being filtered, but the library reserves the right to begin filtering the Internet on the Wireless Network at any time.
- **Printers are not part of the Wireless Network.**

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