



## **CASCADE PUBLIC LIBRARY**

### **Internet Use Policy**

The Cascade Public Library provides resources in a wide variety of formats to meet the informational, educational, recreational, and cultural needs of the community it serves. The Internet is an important part of the resources provided to assist library users in obtaining the information that they need.

The Cascade Public Library does not prevent access to any resources freely available on the Internet. Parents or guardians, not the library or its staff, are responsible for the information selected and/or accessed by their children. The library will not be responsible for enforcing any restrictions which a parent or guardian may place on a minor's use of this resource.

The Cascade Public Library affirms the right of every individual to have access to constitutionally protected material; however, the library must also respect the right of patrons not to be inadvertently exposed to content that they may find objectionable. Library staff will be the arbiter of what may be construed as objectionable content and reserves the right to ban patrons from using Internet computers who violate this policy.

**Guidelines for Use:** To achieve an atmosphere conducive to the best use of its resources, the library has developed the following rules regarding the use of public computers and the wireless network.

- Users may not change the configuration of any of the software or download new software on the library computer.
- Users must assume full responsibility for learning to use computers and resources.
- Users must comply with all local, state, and federal laws while using the Internet. Users found to have violated any laws, including but not limited to those concerning privacy, obscenity, fraud, or copyright while using Library facilities or equipment will have their Internet privileges revoked.
- Users may print on the networked public printer, at the cost of \$0.25 per side for black and white copies and \$0.50 per side for color copies.
- Computer stations are available on a walk-in basis. **Time limit on these stations is 30 minutes** if another person is waiting. If no one is waiting, usage may continue at the discretion of library staff. Usage of the computers/wireless will be

monitored as to time allotted with a preference given to academic and business usage.

- The Cascade Public Library cannot guarantee confidentiality over the Internet. Patrons entering personal information (credit card numbers, social security numbers, etc.) do so at their own risk.
- The Cascade Public Library is not responsible for work or information lost due to computer or system malfunction.
- Food and beverage are not allowed **at the computer**; due to damage they could cause the equipment.
- The library is not responsible for receipt of unwanted communications, including but not limited to, viruses when using the wireless network.
- The library expects all users accessing the Internet on its computers or wireless network to be responsible and ethical by not using computers to:
  - Invade the privacy of others.
  - Harass or slander others.
  - Distribute unsolicited advertising.
  - Make unauthorized entry into other computers, or communication services or resources.
  - Use the Internet for any illegal activity including, but not limited to, copyright infringement, fraud, propagation of computer viruses, gambling, or accessing material deemed obscene by Iowa Code 728.1-728.3

**Users are expected to comply with all conditions and terms of use of the Internet and wireless network set forth in this policy. Failure to comply will result in loss of Internet privileges in the Cascade Public Library. The Library Director may establish additional guidelines following the intent of this policy for the efficient operations of the library's functions and purpose.**

*By the Cascade Public Library Board of Trustees*

*Adopted: 6/1/14*

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Kathryn Balster, President Cascade Library  
Board of Trustees