

Reviewed and/or revised: 12/07/09, 05/07/12, 05/02/16, 9/10/18, 01/04/2021

The Barlow Memorial Library is providing free access to our public computers and internet service as a means to enhance the information and learning opportunities for the citizens of the library's service area. The Board of Trustees has established the Computer and Internet Use policy to ensure appropriate and effective use of this resource. The Board of Trustees and/or Library Director may revise the computer and internet use guidelines in the event of an emergency (i.e.: health or building emergency).

Guidelines:

Access to the public computers and internet is available to all patrons; however, each adult computer user must show either a Barlow library card or government issued photo ID card to library staff before signing up for computer use. If patrons do not register they may be asked to leave computer for another patron who is waiting and has signed in. The first patron can sign up but must wait their turn. This service may be restricted at any time for use not consistent with the policy and guidelines.

Computer use is offered in sixty (60) minute sessions on a first-come, first-serve basis; each user is allowed one session in a 24-hour period, a second session is allowed only if the computer is not in demand; but once having had the service for 60 minutes the user must abandon use of the computer if another patron requests use of the service.

Library patrons with fines totaling \$5.00 or more, including fines of any minor listed under *responsible for* and other household family members, may not use the library's computers until the fine(s) are paid.

Wi-Fi is available for free throughout the building on the "Barlow Library Guest" network. Wi-Fi is available from 8:00am until 10:00pm each day.

The library cannot assure that data or files downloaded by users are virus-free. The library is not responsible for damages to equipment or data on a user's personal computer from the use of data downloaded from the library's internet service.

The use of the internet and e-mail is not guaranteed to be private. The library does not retain browser history or personal information. Reboot to Restore software is utilized on all public computers.

Users may use the internet for the receipt and transmission of e-mail as long as they use a free e-mail service that will establish and maintain an account for them; the library staff is unable to set-up and/or manage e-mail accounts for any organizations or individuals.

Users agree not to incur any costs for the library through their use of the internet service.

Users will not create and/or distribute computer viruses using the public computers.

Users will not deliberately or willfully cause damage to computer equipment, programs, or parameters.

Internet use for Children:

Parents/guardians must assume responsibility for their children's use of the library's computer and internet service. As is the case with other materials in the library's collection, any restriction of a child's access to the computers or internet is the responsibility of the parent or legal guardian. The Barlow Library cannot act as a censor or substitute parent. It is the responsibility of the parents to provide the oversight to ensure their children's use of the computers and internet in a safe and appropriate manner, including the proper use of computer equipment.

Children ages 9 - 12 will be directed to the children's computer area for use. Children age 8 and under will need to be accompanied by an adult on the children's computers. Teen computers are for children 13-17. Teen computers may be used by adults until a teen requests use of a computer.

Each child is guaranteed one hour of computer time per day. The library staff will monitor the sign up of children on the children's computers, deciding upon the order of use and extension of time.

Expectations:

Users should be aware that the inappropriate use of electronic information resources can be a violation of local, state, and federal laws and can lead to prosecution. Users will respect and uphold copyright laws and all other applicable laws and regulations; they will not use the computers or internet for illegal purposes. It is against the law in Iowa to download or provide child pornography, or display pornography where children may see it. The user will be held responsible for his/her actions using the internet. Users are expected to abide by library conduct policies that include generally accepted rules of network etiquette. Unacceptable uses of the service will result in the suspension or revocation of computer and internet use privileges.

Warnings:

The Internet is a decentralized, unmoderated global network; the Robert W. Barlow Memorial Library has no control over the content found there. The library will not censor access to material nor protect users from offensive information, and it is not responsible for the availability and accuracy of information found on the internet. The Library does not provide filtering software on any of our public access computers. Iowa Law** places no prohibition on the use of appropriate material for educational purposes in any public library. It does, however, place limitations on those who knowingly disseminate or exhibit obscene material so that it can be observed by a minor. Library staff members may request that individuals cease to print, view or listen to works that threaten the safe and comfortable environment of the library or interfere with the conduct of library business, in accordance with Robert W. Barlow Memorial Library's Conduct in the Library Policy.

** (Iowa Code, chapter 728.2 728.2 Dissemination and exhibition of obscene material to minors. Any person, other than the parent or guardian of the minor, who knowingly disseminates or exhibits obscene material to a minor, including the exhibition of obscene material so that it can be observed by a minor on or off the premises where it is displayed, is guilty of a public offense and shall upon conviction be guilty of a serious misdemeanor. [C51, §2717; R60, §4359; C73, §4022; C97, §4951, 4955; C24, 27, 31, 35, 39, §13189, 13193; C46, 50, 54, 58, 62, 66, 71, 73, §725.4, 725.8; C75, 77, §725.2; C79, 81, §728.2] Referred to in §272.2, 692A.102, 728.8, 728.9)