

## **COMPUTER USE POLICY**

(Revised 6/2011)

The Miami Public Library provides public access computers, wireless access for personal laptops, and circulating netbooks. Users must agree to abide by the following guidelines:

### **CONDITIONS OF USE**

1. All computer users must read and accept the library's computer use policy. Children under the age of 18 must have the Library Computer Usage Consent portion of their registration card signed by parent in the presence of library staff in order for their card to be accepted by system. The Miami Public Library, in compliance with CIPA, has filtering software installed on all public access computers and wireless access software; however the library assumes no responsibility for the use of the Internet by children. It is the responsibility of the user (or the parent, guardian, or caregiver) to determine what is appropriate. Parents are strongly encouraged to discuss with their children appropriate online behavior including interacting with other individuals on social networking websites and chat rooms, dissemination of personal information, and cyberbullying. The library has materials available to support parents in this important discussion. Children under the age of 18 may not check out netbooks.

2. Patron must use his/her own library card in order to open an account on public access computers or on personal computers using library's wireless access or to check out a netbook. Fraudulent use of library card number may result in suspension of computer/netbook/wireless access use for that patron.

3. Use of Miami Public Library's Internet access, including wireless access on personal computers, or use of library netbooks outside of the library to engage in any activity that constitutes a violation of local, state or federal laws, including but not limited to those concerning copyright, fraud, privacy, or obscenity, is strictly prohibited. Accessing and viewing materials in the library in a manner that creates the existence of a sexually hostile working environment is also prohibited.

4. Persons using a computer/netbook owned by the library agree not to make any changes to setup or configuration or the software or hardware.

5. Misuse or abuse of a library computer/netbook or Internet access provided by the library will result in suspension of Internet access privileges and/or possible legal action.

### **GENERAL INFORMATION REGARDING USE OF PUBLIC ACCESS COMPUTERS OR WIRELESS ACCESS**

1. Use of public access computers is limited to up to 1 hour daily. Patrons who register in advance must monitor registration computer to determine when it is their turn. Patrons leaving computer unattended will forfeit time. Public access computers and wireless access will automatically shut off 15 minutes before library closing time.

2. Only one person may use public access computer at a time. No more than two people may be seated or standing at a computer workstation. Any disruption due to more than one person being at a computer will result in all persons at that computer being asked to leave.

3. Patrons must use headphones to listen to music or other sounds on any computer used inside the library. If a patron does not have headphones, a set of ear buds may be purchased at the front desk.

4. There is a charge for printing. Color copies are \$.25 each, and black and white copies are \$.10 each. Patrons must have money deposited in account before printing can be done.