

## **White County Library System Computer Use Policy**

Library Patrons are required to register before accessing the internet or other programs.

White County Library System access to the internet is intended as an information resource.

Users must be registered Library Patrons or show photo ID to register for computer use as a Guest.

Users are expected to have a working knowledge of computers and the Internet. Staff will provide assistance if time and number of personnel permits.

Patrons under the age of 18 are not allowed internet access except with the assistance of a parent or legal guardian. Minors ages 16-17 may use library public access computers if they have an Internet Permission Form for Minors signed by a parent or guardian on file.

Users may not have use of computers to gain access to this or other system's networks.

Users may not attempt to alter any software programs installed on these computers.

Use of the internet is restricted to one hour if other patrons are waiting or registered for a scheduled time with a maximum allowed use of two hours per day. However, if doing research or homework, an extension to the time limit may be arranged by discussing this at sign in with the monitor.

Users may not download or install any software on library computers.

Users may download to their own disc or flash drive. A Patron's saved work or downloaded files can NOT be saved on the computer's hard (C:) drive. Flash drives and/or blank CDs can be purchased at the library, if needed.

There is a \$.05 charge per page for black and white copies printed on the library's computer printer. Color copies (if available) are \$.25 per page.

The Library reserves the right to end use of computer resources if it determines usage is inappropriate to the purpose for which it is provided.

The Library reserves the right to ask any patron to leave if his/her behavior is inappropriate or to bar any patron who uses the computer for unacceptable purposes.

Anything saved on any computer will be erased on exiting the computer.

Violations of this policy may lead to being banned from all use of the computers.

**By Registering, I certify that I have read the above and agree to abide by these terms.**