

## **Cedarburg Public Library Internet Policy**

The Cedarburg Public Library, as part of its mission, has made Internet access available to the public. Users should be aware that information accessed via the Internet might be controversial, inaccurate or dated. The Library makes a distinction between access to information via the Internet and selection of library materials. The Library acquires materials based on the Materials Selection Policy. Information accessed via the Internet is not subject to the same review. The Library does not monitor and has no control over the information accessed through the Internet and cannot be held responsible for its content. The Library assumes no responsibility for the use of the Internet by minors.

- An adult must accompany minors under the age of 13 as they access the Internet to ensure compliance with the Internet Policy.
- Requests for internet use by minors under the age of 13 may be taken under consideration by the Librarian at the Information Desk at the time of request.
- There is a limit of two persons per workstation.
- In order to use the Internet, all users must follow the posted procedures.
- Cell phones may not be used at the Internet machines. Calls may be taken in the lobby.

### **Responsible, ethical use of the Internet by all patrons includes the following:**

1. Using resources for educational information and recreational purposes only. It will not be used for unauthorized, illegal or unethical purposes.
2. Respecting the privacy of others by not misrepresenting oneself as another user.
3. Not attempting to gain unauthorized access to (“hacking”) files, passwords or data belonging to others.
4. Not seeking unauthorized access to any computer system, or damaging or altering the software or hardware components of any network or database, including the computer on which the software or hardware is installed in the public library.
5. Patrons will not be able to save anything to the hard drive or install software.
6. Making only authorized copies of copyrighted or licensed software or data.
7. Not sending, receiving or displaying text or graphics, which may reasonably be construed as obscene.

Use of the Internet stations may be revoked at any time for inappropriate conduct, which is not limited to the above-mentioned guidelines. Illegal use of the Internet may also be subject to prosecution by local, state or federal authorities.

### **For Your Information:**

- The library is not responsible for loss of documents due to viruses or other problems.
- The library is not responsible for the consequence of Internet commerce, i.e. credit card numbers and personal information
- A minimal level of competence is expected of the Internet users
- The staff is available to provide assistance, but may not be familiar with every application that you wish to use.

Adopted by the Library Board February 17, 2010  
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