

Greeneville-Greene County Public Library

Guide to Internet and Computer Use

The library cannot be held responsible for the content of the internet, or for any damage or liability that may occur from use of the library's computers.

Internet Safety

Internet users should exercise caution in their use of electronic mail, chat rooms, and other forms of direct electronic communication, as these can expose them to dangerous situations. Children, in particular, should never disclose personal information such as name, address, school, or telephone number to strangers on the internet, and they should not agree to meet people they have communicated with on the internet without the permission of a parent or guardian.

Internet Access & Software

Internet access, word processing, and additional software are provided on all public computers.

Users must register for access, using either a Greeneville-Greene County Public Library card or photograph identification such as a driver's license. Youth under the age of 16 must be accompanied by an adult at all times. Users must have accounts in good standing (that is, must not owe money to the library). Computer sessions are pre-set for one hour; users may request additional time. Computer stations are limited to one person at a time unless prior permission has been granted by library staff.

Parents/guardians, not the library or its staff, are responsible for internet information accessed by users under the age of 18. Parents/guardians should be aware that the only way to monitor their children's internet use is for them (the adults) to be present at the computer.

Internet Filtering

The library uses filtering software on all library computers with internet access, in compliance with the Children's Internet Protection Act of 2000. Filters are required to prevent minors from accessing visual depictions that are obscene, that constitute child pornography, or that are in other ways harmful to minors.

The library makes no claim that its filtering software is foolproof. Filtering software diminishes the likelihood that users will inadvertently retrieve text or images that they may find offensive,

but it does not eliminate that possibility. In addition filters may block sites that users would consider both inoffensive and useful. Users aged 18 and older may ask a library staff member to disable the filters for *bona fide* research or other lawful purpose.

Internet Use Guidelines

Users are expected to utilize the internet in a responsible, ethical manner by:

- Complying with the library's posted Code of Conduct, including using courtesy with regard to cell phones
- Not using someone else's library card or other identification to access the internet
- Refraining from illegal or unethical use of the internet, including viewing any material which depicts nudity, sexual contact, excess violence, or which is harmful to minors per the Tennessee Code Annotated 39-17-911
- Using the library's computers for library designated purposes only
- Not abusing or misusing library computers or any other equipment; changes are not allowed to the setup or configuration of the software or hardware
- Respecting intellectual property rights by making only authorized copies of copyrighted or licensed software or data residing on the internet
- Respecting the privacy of others by not misrepresenting oneself as another user; by not attempting to modify or gain access to files, passwords, or data belonging to others; and by not seeking disallowed access to any computer system via the internet
- Not altering or damaging software or data residing on the internet
- Not deliberately creating or spreading computer malware
- Not compromising the safety of minors through the use of e-mail, chat rooms, or other forms of direct electronic communication

Violation of Guidelines

The library reserves the right to request users to discontinue use of the public computers if these guidelines are not followed. Computer privileges may be temporarily or permanently suspended if violations occur.

Destruction or theft of computer equipment, or the breaking of state or federal laws, will result in the permanent forfeiture of the privilege of using the computers or the library.

Printing and Downloading

Black-and-white printing from the public computers is available at \$0.20 per page.

For security reasons, documents cannot be saved to public computers. Individuals are encouraged to save their work to a portable storage device. A flash drive may be borrowed from the Circulation Desk for use during a registered session.

Headphones

The library does not supply headphones for use at the public computers, but does supply them for use at the children's computers. Personal headphones may be used at either station.

Visit the Library's Web Site

The library's web site, www.ggcpl.org, is designed to offer easy and convenient access to information about the library. The library's complete Internet Access Policy is available on the web site or at the Circulation Desk.

Greeneville-Greene County Public Library

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