Montgomery County-Norristown Public Library
Electronic Resources Acceptable Use Policy

The Montgomery County-Norristown Public Library offers access to electronic resources primarily as part of its continuing commitment to provide for the informational and educational needs of Montgomery County residents. All electronic resources accessible through the Library are provided equally to all Library patrons with a library card and a current MCNPL Internet registration.

The Library has no control over the information accessed through the Internet and cannot be held responsible for its content. All library patrons take full, personal responsibility for their use of the Internet and the associated information that may be found. The Library does not select materials that are found on the Internet, nor protect patrons from the information found on the Internet that they may find personally offensive. The library complies with applicable provisions of the Children's Internet Protection Act (CIPA) and Neighborhood Children's Internet Protection Act (N-CIPA) of 2000 requiring use of a technology protection measure to filter visual depictions of content that is obscene (defined by section 1460, Title 18 US Code; Title 18 of the PA Code, Section 5903), depicts child pornography (defined by section 2256, Title 18, US Code), or is material harmful to minors. "Harmful to minors" is defined in CIPA as any image that, with respect to minors, (a) taken as a whole, appeals to a prurient interest in nudity, sex, or excretion; (b) depicts in a patently offensive way an actual or simulated sexual act or lewd exhibition of the genitals; and (c) taken as a whole, lacks serious literary, artistic, political, or scientific value. The Montgomery County-Norristown Public Library will employ the technology protection measure purchased and configured by the Montgomery County Library & Information Network Consortium (MCLINC).

Access to Internet content is filtered through a technology protection measure. The library advises parents or guardians that they, not the Library or its staff, need to be responsible for the Internet information selected and/or accessed by their children. Once age verification is established, a staff member will disable the filter only on Library-owned equipment. Please ask a staff member for information about Wireless Access with regard to patron's personal wireless devices.

Individuals, who have attained the age of 17 and wish to have unfiltered Internet access, may request that filtering of the content be disabled. Once age verification is established, the staff will disable the filter.

The Library accepts no responsibility for any damages resulting from the use of this service, including, but not limited to, any personal injury, emotional distress or repetitive stress traumas that may be incurred by library patrons or their children through use of the Library Internet equipment. The Montgomery County-Norristown Public Library will not be responsible for damage to a patron's computer or for any liability that may occur from patron use of downloaded information or software. Ultimate responsibility for the resolution of problems related to the invasion of the user's privacy or loss of data rests with the user. To protect their own safety library patrons should not disclose personal information about themselves when using electronic mail, chat rooms or other forms of direct electronic communication. The library charges parents with the responsibility for ensuring that minor children comply with this safety policy. The Montgomery County-Norristown Public Library assumes no liability for loss or damage to the user's data or for any damage or injury arising from invasion of the user's privacy.

Transmission of any material in violation of any United States or state regulation is prohibited (i.e., copyrighted material, threatening, harassing, or obscene material, or material protected by trade secrets). Use of the licensed electronic resources at the Montgomery County-Norristown Public Library for commercial gain or profit is prohibited, as specified by the terms of the licensing agreement. Malicious use of the electronic resources, including, but not limited to: attempts to circumvent system security, guess passwords, or gain unauthorized access to local or network resources is forbidden.

The Montgomery County-Norristown Public Library reserves the right to modify this policy at any time. Failure to follow or abide by the Library's electronic resources policies and guidelines will result in the loss of library privileges and possible legal action, if warranted.   Users are responsible for reading and

following any modified, changed or new policies. Any modification to the Library's electronic resources' policies will be posted.

(Revised by the Board of Directors of the Montgomery County-Norristown Public Library - March 25, 2002)

Final draft: August 1, 2003

Approved by Board at September 15, 2003 meeting
Revised/Approved by Board at October 15, 2007 Meeting

Format Date: 10/10/2008

MC-NPL COMPUTER LAB REGULATIONS & POLICIES

- **To use the Computer Lab the patron must sign into the Lab with a Library Card or an Access Granted pass. The Card must be current and in good standing, meaning no overdue materials or fines. The Card must have an internet sticker on it.**

- **A waiting list is started when the Lab is at full capacity. Patrons that have been in the Lab for the longest period of time but for at least half an hour, will be asked to leave first.   Patrons must vacate their computer within 5 minutes after being asked to leave.**

- **A <u>maximum</u> of two (2) patrons are allowed at one computer at any given time. Both patrons must have Library Cards or Access Granted passes. ***

- **Children age 13 and above can have their own computer. Children 12 and under must share a computer with a supervising adult. Both adult and child* must have a Library Card or Access Granted pass.**

- **Small children must be secured in a stroller, carrier, etc.**

- **Patron is responsible for removal of private information stored on the Temporary Patron Drive or on USB drives borrowed from the Lab.**

- **Any personal item including removable media and other electronic devices left in the Lab will be taken to Lost & Found. (See Circulation Department for disposition of Lost and Found items.)**

- **All prints made are the financial responsibility of the patron. Payment by cash or check only, is expected upon completion of the session. Base fee is \$.15 per text page; toner intensive prints or pictures are charged at either \$0.50 or \$1 per page.**

- **Patrons must <u>silence</u> cell phones and pagers while in the Lab. Calls must be answered in the Library lobby, not in the Lab.**

*Children under 4 are not required to have a library card or pass to share a computer with their parent

COMPUTER LAB BANNING POLICIES

- **Viewing pornographic images: first time offense is a ban of 30 days from the Library; second offense constitutes a ban of 6 months from the Library.**

- **Verbally abusive, disruptive, uncooperative, or threatening behavior: first offense is a ban of 30 days from the Library.**

- **Deliberate abuse or destruction of computer equipment: permanent ban from the Library.**

- **Violent act (punching, pushing, hitting, brandishing a weapon): permanent ban from the Library.**

Approved by the MC-NPL Board at April 2004 general meeting

Reference: \\Fileserver\file_store\Computer Lab Files\Lab Policies\Lab regs & Policies\Lab Regulations & Policies revised_10.28.2013.docx