



Use of Copy Machines : A statement regarding the protection of copyright is to be displayed near the copy machines. Patrons are responsible for all prints/copies they create, whether made intentionally or not.

Rules for using public access computers and Internet :

- 1) Patrons must sign up at the desk before using a computer. All library rules must be followed while using the computers.
- 2) Only same-day reservations will be taken; otherwise, computer use is on a first-come, first-served basis.
- 3) Computer use is limited to one hour. This may be extended with library staff permission.
- 4) There is a limit of two people at each computer.
- 5) All files must be saved on a patron's thumb drive or online account, not the library's computers.
- 6) Patrons wishing to listen to sound files, either on the library's computers or their own devices, must use headphones.
- 7) The library is not responsible for any loss of information on the computers.
- 8) Printouts are \$.10 per page for black and white and \$.50 per page for color.
- 9) Patrons may not load, copy, or install any programs onto the hard drive.
- 10) No program is to be copied from the hard drive for personal use. It is a violation of federal law.
- 11) Patrons may access the library's public wireless network on their own devices. This is an unsecured network; patrons connect to this network at their own risk.
- 12) Neither patrons nor employees may connect their personal devices to the library's staff wireless network.
- 13) The library is not responsible for the content of any materials accessed through the Internet. Parents or guardians, NOT the library or its staff, are responsible for the Internet information selected and/or accessed by their children. Parental supervision of children searching the Internet is advised.
- 14) Patrons may not illegally download any text, audio, or video files that are under copyright. Illegal downloading will result in suspension of internet privileges.



15) Viewing of certain materials in the public library may be considered improper in time, place, or manner. Inappropriate use of the Internet, as decided by library staff, may result in suspension or revocation of Internet use.

16) The library reserves the right to end an Internet session at any time.