

TECHNOLOGY USE

I. Computers

General Information

Library patrons must use their library cards to access computers at the North Judson-Wayne Township Public Library. Residents of the North Judson-Wayne Township Public Library taxing district or students and employees of the North Judson-San Pierre School Corporation are eligible for a library card. Eligible patrons who either don't have a card or don't have their card with them, will pay a fee of \$1.00 per session use (maximum of two hours). For guests who do not qualify for a library card, a complementary visitor computer card may be available at the discretion of the senior staff. Using someone else's library card for computer access is prohibited. Doing so will result in the cardholder losing their library card privileges.

Students in 5th through 12th grades may access the internet without an adult present but will not be provided a code to shut off the filter. Those in 5th-8th grades must have a parental consent paper on file to access the internet. Patrons who are below 5th grade must have an adult over 21 who stays with them. A photo ID may be required for verification of age. An acceptable ID includes school card, driver's license, or state ID.

Use of the computers in the library is a privilege, not a right. Adult members of the library staff have the authority to restrict/ban computer usage by persons who do not abide by the regulations of the library for the use of the computers.

Access to the computers may be revoked at any time and for any reason. Appropriate reasons for revoking privileges include, but are not limited to

- altering of system software,
- the placing of unauthorized files or information,
- introduction of computer viruses, or harmful programs on or through the computer system in either public or private files or messages, or
- any other action which could damage or destroy property

The Library reserves the right to remove files, limit or deny access and refer the Patron for other disciplinary actions.

Any misuse of computer access will result in suspension of privileges and/or other legal action as determined by the Library. Misuse shall include, but not be limited to,

1. misrepresenting to other users over the internet;
2. intentionally seeking information on, obtaining copies of, or modifying files and programs which are not the property of the Patron;

3. disrupting the operation of the Library through abuse of, verbalization, damage or disablement of hardware or software;
4. maliciously using the device to communicate hate mail, harassment, profanity, vulgar statements or discriminatory remarks;
5. interfering with others' use of the internet; or
6. accessing material that the Library believes may be unlawful, such as, but not limited to copyright infringements; obscene, pornographic, and/or abusive materials; or materials which might be objectionable to community standards.

The Library does not warrant that the internet will meet any specific requirements the Patron may have or that it will be error free or uninterrupted; nor shall it be liable for any direct or indirect, incidental, or consequential damages (including lost data, information or time) sustained or incurred in connection with the use, operation or inability to use the internet.

The Library will periodically make determinations on whether specific uses of the internet are consistent with its acceptable use policy. The Library reserves the right to log and monitor use.

The Patron may download information on an approved storage device. However, should the Patron download a file, shareware or software which causes damage or infects the Library network with a virus, the Patron will be liable for any and all repair costs to make the Library network once again fully operational and may be subject to other legal measures as determined by the Library Board. Access to the Library's computers may also be revoked.

Scheduling

Computer time may be reserved. Reservations can be made up to one week in advance. Patrons must call at least one (1) hour in advance to be guaranteed computer time upon arrival at the library. Any terminals not reserved will be available on a first come/first served basis. NO computer time will be scheduled after 6:25 p.m. weekdays.

It is a patron's obligation to show up on time for a reservation. If someone is more than 10 minutes late (and does not notify the library in advance) the next person wanting computer time will be given the reserved computer. The late patron will have to wait until a computer is available.

Use

If patrons working at a computer become too noisy, they will be verbally warned. If they do not adjust their behavior, their computer will be locked down and they will be asked to leave.

The cost of printing is \$0.20 per sheet in black and white or \$0.30 for each sheet in color. Patrons will be responsible for the cost of all sheets printed. Staff is available to assist any patrons in regards to how to print.

A computer session may last up to two hours. Patrons or guests are allowed a maximum of 2 sessions per day.

Patrons' use of computers may be subject to observation by staff members in the vicinity. Staff may visually monitor use from time to time to anticipate any problems that may develop. If a patron is observed doing anything which is illegal or inappropriate to local behavioral codes, the patron will be asked to stop using the computer and may be banned from further use.

Patrons are required to remove all personal information or files from the computers after each use. Staff will be available to assist.

The use of the genealogy computer shall be restricted to only genealogical research or scanning services unless access is granted by a staff member.

The library supports U.S. Copyright laws. Users shall respect and abide by all copyright laws as they apply to computer applications.

II. eBooks

General Information

The North Judson-Wayne Township Library will provide access to eBooks for North Judson-Wayne Township Public Library card holders.

Access to Patron's Devices

The Library will not provide viewing devices nor load necessary software onto patron's devices. In order to access a book from the library patrons may need to download free applications.

Adopted 8/11/98

Revised 2/14/2012

Revised 3/12/2013

Revised 6/10/2014

Revised 01/11/2018

Revised 02/14/19

Revised 3/12/2020

Revised 09/09/2021

**Computer Access Agreement
FOR CHILDREN UNDER 9TH GRADE**

This agreement is entered into this _____ day of _____, in the year _____ between _____, (parent or legal guardian), _____, (child aged 2 years through 8th grade), hereinafter referred to as Patron, and the North Judson-Wayne Township Public Library, hereinafter referred to as Library. The purpose of this agreement is to provide computer access for the educational and informational use of the juvenile Patron _____.

The intent of this contract is to ensure that patrons will comply with all computer acceptable use policies approved by the Library.

In consideration for the privileges of using the Library computer resources and in consideration for having access to the information contained on the computer resources or by the computer resources, I hereby release the Library from any and all claims of any nature arising from my use, or inability to use, the computer resources.

I agree to abide by such rules and regulations of system usage as may be further revised from time-to-time by the library. (These rules will be available in hard copy at the reference desk.)

Signature of Juvenile

Date Signed

Birth Date of Juvenile

Signature of Parent or Legal Guardian

Date Signed

Signature of Adult Staff Member

Date Signed