

Acceptable Use for Computers and Internet Access	
Effective date: 01-19-2005	Last revised: 12-20-2017

Policy Statement

The Jessamine County Public Library offers customers free access to public computers. All customers who wish to use this service must agree to abide by the regulations below.

Regulations

1. To use a library computer, customers need to enter their library card number and PIN at an open terminal.
2. Adults and customers under the age of 18 are welcome to use the computers as follows:

	Adults	Middle and High School Students	Primary and Elementary School Students
Software applications	YES	YES	YES if accompanied by legal guardian with valid library card
Filtered* use of the Internet	YES	YES if parent or guardian has given written permission	YES if accompanied by legal guardian with valid library card
Unfiltered use of the Internet	YES if requested	NO	NO

*In accordance with federal law, Internet filters are installed on all of JCPL’s public computers. Upon request, adults will be given access to unfiltered use of the Internet.

3. Customers may use the computers in one-hour time blocks. Requests for additional time will be accommodated as demand allows. Customers may also call the library to reserve a computer up to 24 hours in advance.
4. There is a charge of \$.10 (black and white) or \$.35 (color) for each page sent to the printer.
5. Customers accompanied by children under the age of ten must at all times maintain close supervision of those children. Failure to do so will lead to the termination of customer’s computer session.
6. Customers are expected to abide by local, state, and federal laws. Proper rules of computer and network etiquette must also be observed. The following are not permitted:
 - a) Displaying offensive messages or pictures
 - b) Violating copyright laws
 - c) Damaging computers, computer systems, or networks

7. The library reserves the right to check the computer's history files. If a customer is found to have violated a regulation, he or she will be given a verbal warning. If a second violation occurs, the library may terminate the customer's computer privileges for up to one year.
8. Customers exhibiting disruptive behavior must terminate their computer session and may be asked to leave the property.
9. The responsibility for any intentional damage of computer hardware or software is assumed by the customer, or, in the case of a minor, the legal guardian. In assuming this responsibility, the customer or legal guardian agrees to pay the cost of the repair or replacement.
10. Customers may use their own jump drives or memory keys while working on one of the library's PCs. The following must be observed:
 - a. Customers may never plug anything into the USB port at the back of the computer. The portable storage devices may only be plugged into the port in the front of the computer.
 - b. The computer must be logged off before customers can remove their devices. Failure to do so may cause damage to the device and/or computer.
 - c. Customers plug in their devices at their own risk. The library is not responsible for any damage caused to customers' drives or the files on them.
11. Each customer is responsible for the use of the computer until he or she logs off with a library staff member.

Disclaimer

The Internet is a highly unregulated medium, and the library is not responsible for the accuracy, currency or propriety of its content. Customers must exercise judgment and evaluate for themselves the value of the information found online.

The library assumes no responsibility for damages, direct or indirect, resulting from customer's use of the Internet or public computers.