

# Welcome!

Please read the following policy guidelines that include our Internet policies and rules. Misuse of computer or Internet access or failure to abide by the following guidelines and rules will result in the loss of computer access privileges and possible legal action. By clicking on "I Agree" at the bottom of the page, or by continuing past this page, you are indicating that you have read and agree to follow these rules.

## Internet Access Policy

The Clarksville-Montgomery County Public Library has no control over the information accessed through the Internet and cannot be held responsible for its content. Parents or guardians, not the library or its staff, are responsible for the Internet information accessed by their children. The library complies with the Children's Internet Protection Act (CIPA) as required to receive federal Erate funding.

Library staff cannot provide in-depth computer training. They can provide searching suggestions and answer general questions.

## Internet Use Policy

1. Users must be registered borrowers with a library card. All patrons must have their own library card to access the computer. All library fines must be settled before a computer can be reserved.
2. Patrons must be a minimum of 16 years old to use the Internet without a parent or guardian. It is both the right and responsibility of parents and/or legal guardians to guide their own children's use of library resources in accordance with individual family beliefs. Therefore, any patron under 16 must have a parent or guardian sit with them to use the Internet. Children between the ages of 8-15 are limited to accessing children's software without an accompanying adult. Children 7 and under must be accompanied by an adult.
3. To help prevent computer viruses, patrons may not download or install software programs on any library computer.
4. Patrons may use their own disks or flash drives to download information. The Clarksville-Montgomery County Public Library is not responsible for damage to a patron's computer, or for any loss of data, damage, or liability that may occur from patron use of the library's computers.
5. Black and white printing may be done at a cost of fifteen cents per page, color printing for one dollar per page. Please ask for printing assistance, if need be. Print at your own monetary risk.
6. Users may not change the configuration of the computer hardware, software, or alter any files. The computers are to be rebooted by library staff only.
7. Violating any local, state, or federal statute is prohibited.
8. Accessing of pornography, explicit sexual content or graphics on library computers is forbidden. Violation of this rule may result in the temporary loss of computer privileges, depending on the situation, or permanent loss of privileges and a possible call to the police.
9. Destruction or damage of equipment due to willful misuse may result in legal action. Willful removal of any part of the computer will be considered theft and may result in legal action.
10. A guest pass may only be used by a single person on the date it is issued.

11. If there are pending reservations and all computers are in use, all patrons are limited to one hour on the computer. If computers are available, time on the computer may be extended.
12. Due to an increase in demand regarding the use of the Internet computers, staff can only provide limited personal assistance. Computer classes are available for more in-depth computer help. The Information desk does have some guide sheets available upon request explaining how to use certain computer programs.
13. No more than two (2) patrons are allowed per computer. Each patron wishing to use a separate computer must have his/her own library card.
14. No food or drinks are allowed in the library or the computer lab.
15. Cell phone use is forbidden in the computer lab.
16. Please be mindful of those around you. No loud talking. No disruptive behavior.

**Approved by the Clarksville-Montgomery County Public Library Board of Trustees May 21, 2014**