



## PUBLIC INTERNET USE POLICY

The Matawan Aberdeen Public Library ("Library") empowers patrons by offering opportunities both by accessing the broadest range of information created by others and by the sharing of information. Digital resources enhance the ability of the Library to fulfill this responsibility. One such resource is the Internet, to which the Library provides free access to all cardholders in good standing. Internet access is provided via our computer workstations as well as through wireless connection. The Library affirms the right of all patron users, regardless of age, to use the Internet in a safe and confidential manner.

The Internet is an unregulated, interactive medium with a highly diverse user population. It contains vast amounts of useful and valuable information. It also contains content that is inaccurate, misleading and offensive. The Library does not control information accessed through the Internet and cannot be held responsible for its content. Patrons are responsible for the content that they access. Parents are responsible for the safe use of Library computers by their children. The Library does not filter content on its computers or provide filtering software. Provision of Internet service does not imply that the Library endorses or approves of any material accessed.

The Library is not responsible for any damages resulting from use of the Library's computers or the Library's connection to the Internet, nor can it guarantee privacy of any Internet sessions. The Library reserves the right to suspend a user's privileges due to illegal usage or for any violation of this Policy.

### Internet and Computer Use Guidelines

- Patrons must have a valid Matawan Aberdeen Public Library card or a valid card from an LMxAC library to use Internet computers. Visitors who are not eligible for an LMxAC library card may obtain an Internet Access card after showing a valid ID. Patrons must use their own Library card to access the computers. Sharing of cards for this purpose is not permitted and could result in the suspension of computer use privileges for the cardholder.
- Patrons with overdue fines in excess of \$5.00 will be blocked from computer use until the fines have been paid.
- There is a limit of 90 minutes of computer time per person per day. This 90 minute usage period includes any time spent on a SAM computer (Internet station) at any LMxAC library in a given day. Additional 45 minute sessions may be provided as long as

there are at least 2 available computer stations. The Library cannot guarantee that usage time can be extended beyond the original 90 minute allotment.

- As with other Library materials, parents or guardians are responsible for the Internet information selected or accessed by their children. Children under the age of 10 must be accompanied by a parent or guardian, or a caregiver aged 14 or over, while using an Internet computer. (See also: MAPL's Supervision of Children Policy.)
- Printing and downloading of materials from the Internet is permitted as long as it does not violate copyright laws or established licensing agreements. Users may not download or save files or software to the computer's hard drive. Downloads should be made directly to a flash drive. The Library has flash drives (\$3.00) available for purchase at the Computer Assistance desk. Any files stored temporarily on the desktop must be removed before the end of the user's session.
- Users may print information from the workstations at the cost of \$.15 per black and white page and \$.35 per color page. Users should be aware of the size of the document they are printing. Users must add money to their Library account before printing, and are financially responsible for all printouts. Users should preview their print selections prior to printing. No refunds are given after pages have been printed.
- Computer Assistants are available to assist patrons. Patrons who require extensive help are encouraged to ask about computer classes and one-on-one sessions offered at the Library. The Reference Librarians are also available to help navigate the Library's website, to troubleshoot computer hardware and the Library's software, to assist with electronic library resources, or to help with printing questions.
- The Library cannot guarantee privacy and security for any user. Personal information such as addresses, credit card numbers, Social Security numbers, etc. may be intercepted and misused if transferred electronically. Patrons should use caution when accessing personal and financial information, especially emails, bank accounts, credit card information, etc. The Library is not responsible for damage that may result from information accessed, transferred or downloaded by the user.
- Patrons must respect copyright laws and established licensing agreements and abide by general Internet conduct.
- No patron may disclose personal information about a minor through interactive online media, i.e., email, chat, etc. Illegal or criminal activity utilizing the Internet is prohibited. Such illegal or criminal activity includes, but is not limited to the following: hacking, uploading or downloading computer viruses, sexual exploitation of minors, online stalking or harassment.

- Users may not charge to or impose any charges upon the Library through Internet usage or by access to fee-for-service information providers. The Library is not responsible for any software or shareware fees incurred through downloading of software by patron users. Patrons may not attempt to circumvent or compromise the Library's web security software. Behavior which jeopardizes the Library's account or access to resources or attempts to tamper with the Library's web security will result in revocation of Internet use privileges.

- The Library reserves the right to cancel any patron's session or to deny access to computers by patrons who violate this Internet Policy, the Library's Acceptable Behavior Policy or engage in illegal or criminal activities. In the case of serious, deliberate damage to the Library computer systems or illegal or criminal activities, the Library reserves the right to contact law enforcement. The Library also reserves the right to modify this Policy and guidelines as necessary to ensure the fair, safe and reasonable use of the Internet.

Adopted by the Board of Trustees, May 9, 2012. Updated November 12, 2014. Updated March 9, 2016. Updated January 11, 2023.