

INTERNET ACCESS POLICY

The Oshkosh Public Library provides Internet access for the public. All customers are expected to comply with the provisions of this policy, whether using a device provided by the library or their own device.

The Oshkosh Public Library is not responsible for any information users find through the Internet. Users of the Internet may encounter material that is inaccurate, controversial, offensive, or unsuitable for viewing by minors.

The Oshkosh Public Library offers the choice of filtered or unfiltered access to all users at designated Public Internet Access workstations. Internet workstations in the Children's Department are filtered, as is a single adult workstation.

Parents or guardians, not the Oshkosh Public Library or its staff, are responsible for the use of the Internet by their minor children. Parents have the option of restricting their children from use of the Internet or to the use of filtered workstations. The library will make reasonable efforts to enforce such requests.

All users of electronic information resources are expected to use them in a responsible, ethical manner, which includes the following:

- Not engaging in unauthorized, illegal or unethical activity.
- Not pretending to be another user.
- Not attempting to use, modify or gain access to account information, card numbers, files, passwords, or data belonging to others.
- Making only authorized copies of copyrighted or licensed software or data.
- Not sending, receiving, displaying, or printing text, images or sound clips from Internet resources, chat rooms, e-mail or other sources which may reasonably be construed as legally obscene or harmful to minors.
- Not seeking unauthorized access to any computer system, or damaging or altering software components of any network or database.
- Not making changes to the setup or configuration of the software or hardware provided by the library.

The Oshkosh Public Library assumes no liability for any loss or damage to the user's data or equipment that may occur from the individual's use of the library's Internet services.

The Oshkosh Public Library reserves the right to monitor an individual's use of library workstations, personal devices connected to the Internet at the library, networks and servers, for security purposes, conformance with procedures and acceptable use policies and the detection of illegal activities. The privacy provisions of Chap. 43 Wis. Stat. will apply to an individual's use of the Internet although evidence of illegal activities will be reported to the appropriate authorities.

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ACCEPTABLE USE

LIBRARY CARDS – An individual **must use his or her own library card** to log on at a Public Internet Access workstation. The individual may be asked to present his or her library card and/or other personal identification to a library staff member to verify eligibility for use of the Internet workstations. Visitors are eligible for library cards or guest passes if they present adequate identification.

TIME LIMIT – The library reserves the right to establish daily time limits.

PRINTING -- The price is \$.10 per page for black on white; \$.25 per page for color.

PARENTAL RESTRICTIONS – At the time a child is registered for a library card, parents will be offered the opportunity to restrict their child’s use of the Internet by denying access entirely or by requiring use of a filtered workstation. The parent is required to come to the library to implement or remove the restriction.

AVAILABILITY— Public Internet stations are available on each floor.

CHILDREN’S DEPARTMENT & TEENS – The use of Internet workstations in the Children’s Department is intended for children and their caregivers. Adults with young children may use Internet stations in the Children’s Department. The use of Internet workstations in the teen area are intended for teens. A family computer room is available for adults with infants/toddlers.

ALERTS/WARNINGS/SUSPENSION

Misuse or abuse of the workstation equipment or violation of the Internet Access Policy and Acceptable Use will result in suspension of Internet access privileges, wireless access privilege, and/or library privileges, as outlined below. Behavior issues will be addressed with the Library Rules of Behavior policy.

- Staff may alert or terminate a user’s Internet session when policy/procedures are not being followed.
- A user who has previously been warned because of a violation of policy or procedures will be suspended for two weeks for a subsequent violation.
- A subsequent violation by the user will result in a four-week suspension.
- A violation following a four-week suspension will result in a one-year suspension.

Written By:	Public Services Improvement Team / Library Director
Approved By:	Library Board March 31, 2016
Amended/Modified:	
Date:	