

# **MENOMONEE FALLS PUBLIC LIBRARY**

## **Internet Use Policy**

**Approved by the Library Board:**

**Effective: September 15, 2016**

The Menomonee Falls Public Library provides access to computers and wireless Internet connections (Wi-Fi). All those using Library computers or accessing the Library's Wi-Fi with their personal devices are subject to this policy. Failure to observe the guidelines set forth here may result in the suspension or loss of Internet privileges. Illegal acts involving library resources may be subject to prosecution by local, state or federal officials.

Examples of unacceptable use include, but are not limited to:

- Any illegal activity
- Display of explicit or pornographic material
- Harassment of others or violation of their privacy
- Destruction of or damage to equipment, software or data belonging to the Library
- Unauthorized copying of copyrighted materials
- Unauthorized changes to the setup or configuration of the software or hardware
- Open food and/or beverages at or near Library computers
- Loud and/or excessive conversation at or near Library computers
- Unwillingness to follow Library staff instructions

The Library does not use filtering software on Library computers or Wi-Fi. Individuals are responsible for their own appropriate use of the Internet in a public place. The Library computers are public, and users should have no expectation of privacy. The Library reserves the right to monitor any individual's use to ensure adherence to this policy.

As with all library materials, a child's access to the Internet is the responsibility of the parent or legal guardian. Children under the age of 10 must be accompanied by an adult to use a Library computer. Parents may block access to the Library's computers for their minor children. Please contact Library staff for information on this procedure.

The Library assumes no responsibility for damages, direct or indirect, arising from the use of its equipment and resources, or use of personal equipment.

All persons using the Library's Internet computers must sign in with their own library card number or with a guest pass. Before each new session on an Internet terminal, or if using the Library's Wi-Fi connections, users must read and accept the Internet Use Policy displayed on the screen.

The Library reserves the right to set usage time limits to ensure that all users have an opportunity to access the Library's computers and the right to limit the number of users of a single computer. Computer users will be automatically logged off 5 minutes prior to the Library closing.

Library staff is available for basic assistance only. Staff will not be familiar with every application users may want to access, and complete technical support cannot be provided. Formal instruction is available during library computer classes.

The Library reserves the right to disconnect any device and to deny Internet access if an individual fails to comply with any part of this policy.