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SJCPL Computer and Network Use Policy & Disclaimer

The St. Joseph County Public Library provides Internet access as well as access to other electronic formats to individuals for informational, educational and recreational purposes.

Confidentiality

In general, the Library will treat information stored on computers as confidential. Requests for disclosure of information may be honored:

- When approved by the appropriate Library administrator
- When authorized by the owners of the information
- When required by local, state or federal law

Computer users will normally receive prior notice of such disclosures. Viewing information in the course of normal system maintenance does not constitute disclosure.

User Responsibilities

Computer accounts, passwords and other types of authorization that are assigned to individual users should not be shared with others.

The user should assign an obscure account password and change it frequently.

Users should be aware of computer viruses and other destructive programs, and take steps to avoid being a victim or unwitting distributor. Ultimate responsibility for resolution of problems related to the invasion of the user's privacy or loss of data rests with the user. The Library assumes no liability for loss or damage to the user's data or for any damage or injury arising from invasion of the user's privacy.

Legal Use

Computer resources may be used for legal purposes only. Examples of unacceptable purposes include, but are not limited to:

- Harassment of other users
- Libeling or slandering other users
- Destruction of or damage to equipment, software or data belonging to the Library or other users
- Disruption or unauthorized monitoring of electronic communications

Unauthorized copying of copyright-protected material

Ethical Use

Computer resources should be used in accordance with the ethical standards of the Library. Examples of unacceptable use, some of which may also have legal consequences include, but are not limited to:

- Violation of computer system security
- Unauthorized use of computer accounts, access codes or network identification numbers assigned to others
- Use of computer communications facilities in ways that unnecessarily impede the computing activities of others such as randomly initiating interactive electronic communications or email exchanges, overuse of interactive network utilities, etc.
- Violation of software license agreements
- Violation of network use policies and regulations
- Violation of another user's privacy

Time Limits

Each individual is limited to a total of 3 hours of daily computer use Monday through Saturday and 1.5 hours of daily computer use on Sunday, regardless of how many stations are used.

Sanctions

Violators of the Computer Use Policy may lose library privileges. Violations of the policies described above for legal and ethical use of computer resources will be dealt with in a serious and appropriate manner. An illegal act involving Library computer resources may be subject to prosecution by local, state or federal authorities.

Display and Dissemination of Sexually Explicit Materials

Use of Library computing resources to display or disseminate sexually explicit or sexually suggestive (obscene/pornographic) material in any Library building is prohibited.

Prohibited Uses by Convicted Sex Offenders Under IC 35-42-4-12

Use of Social Networking websites, instant messaging or chat room programs (including, but not limited to Facebook, MySpace, and Twitter) is unlawful under Indiana law and strictly prohibited by the Library for any patron who is a convicted sex offender under Indiana Code 35-42-4-12. Violators of this policy will be removed from the Library building and will have their library privileges revoked.

Internet Disclaimer

The Internet is a global electronic network with no state or county control of its users or content. The Internet and its available resources contain material of a controversial nature. Parents of minor children must assume responsibility for their children's use of the Internet. Library staff cannot control the availability of information links that often change rapidly and unpredictably. Not all sources on the Internet provide accurate, complete or current information.

Any information stored by a user on the Library's public computers will be periodically removed.

The St. Joseph County Public Library assumes no responsibility for any damages, direct or indirect, arising from use of its servers or from its connections to other Internet services.

Limitations of Liability

All patrons who wish to use the Library's computer resources are required to agree to the following Limitation of Liability Statement.

By logging on to this computer, you acknowledge you have read and understood the St. Joseph County Public Library Computer Use Policy and agree to fully comply with all terms, conditions and requirements. You acknowledge and agree that any violation of the Computer Use Policy will result in suspension or revocation of Library privileges at the sole discretion of Library Administration.

You acknowledge the St. Joseph County Public Library assumes no liability for any loss or damage to your data or for any damage or injury arising from invasion of privacy in your computer accounts, programs, or files. In consideration for use of Library computer resources, you agree to hold harmless and indemnify St. Joseph County Public Library, its directors, officers, administrators, employees and agents from any and all liabilities for any claims, demands and damages to your person or property whatsoever.

Internet Filtering

SJCPL conforms to the Children's Internet Protection Act (CIPA) requiring libraries that receive federal online technology support to employ filters that block materials considered obscene, child pornography, or "harmful to minors".

The Library also filters sites that download malicious software, harm Library equipment or violate the library's Code of Conduct

No Internet filter is 100% effective. On occasion, a filter may still allow information that is objectionable or potentially offensive to children to be accessed. Patrons may report sites that should potentially be blocked or unblocked to a SJCPL staff member for evaluation.

The Library provides unfiltered Internet access to patrons 17 or older who request it for bona fide research or any other lawful purpose.

Wireless Access

Free wireless Internet access is available at all locations of the St. Joseph County Public Library.

Disclaimers:

The Library attempts to make wireless access as available as possible in all library buildings, but patrons may encounter areas in a library where wireless reception may be limited.

The Library's wireless network is not secure. Information sent to and from a patron's notebook/laptop computer or other wireless device may be captured by another person with a wireless device and the appropriate software.

Library staff is not able to provide technical assistance and no guarantee can be made that a wireless connection is always possible.

The Library assumes no responsibility for the safety of equipment or for notebook/laptop computer or other wireless device configurations, security, or data files resulting from connection to the Library's wireless access.