

**Section I: Management Policies**

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**TITLE: Internet Policy****DATE ADOPTED: November 14, 2011**

The Lake Villa District Library provides equitable computer access to all patrons. The Library uses an automated time management system for workstations and provides wireless access throughout the building. LVDL adheres to all Federal and State laws regarding public access networks. Patrons who do not observe the posted guidelines may have their computer privileges revoked.

The Library cannot guarantee that computers or other equipment will operate properly at all times. The Library operates a public network with the best security practices, but cannot guarantee account privacy or safety. The following disclaimer will appear to patrons using the LVDL public network:

*LVDL is a public network and we are not responsible for accounts (including email, Facebook, social media sites, game sites, bank and financial information, passwords) being compromised or stolen as a result of accessing any of our public computers or other equipment. We follow best security practices but cannot guarantee Internet safety as with all public access networks.*

The Library does not filter Internet content. Users access the Internet at their own discretion.

Parents or legal guardians are solely responsible for deciding which Internet resources are appropriate for their own children.

Library software is copyrighted and may not be reproduced.

Patrons must not download or install any software on the hard drive. This applies to legal and illegally obtained software. Downloading using sites containing illegally obtained software, videos, music and games is prohibited (including the use of Torrent sites).

Patrons should not access or display websites that are deemed inappropriate or offensive.

Patrons are responsible for the operation of any patron owned personal computers or patron owned personal peripheral devices. The Library can not be held responsible for damage to them resulting from the use of Library resources.

Patrons requesting assistance with personal electronic devices do so with the understanding that the Library is not responsible or liable for damage, harm or changes to the user settings of the device.

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Computer Lab Guidelines

Sign into the automated computer system using a registered Illinois public library card number. You may sign in twice a day at the public Internet stations.

Any files saved to the hard drive are deleted at the end of the session.

Computers in the Youth area are intended for children 12 years of age and younger.

*The Library is not responsible for any damage to patron devices from use of Library resources. Examples could include damage from electrical surges and viruses as well as damage to patron- owned computers or peripherals such as earphones, printers, flash drives, laptops, etc. that are attached to Library computers or other Library equipment (i.e. projectors, DVD players, monitors, etc.).*

Please observe the Library Patron Behavior Policy regarding noise and general etiquette in our Computer Lab.

Wireless

Wireless is available onsite during regular Library operating hours. Wireless users are asked to follow the same guidelines suggested for users of the Computer Lab. Users are responsible for the good working order of their own electronic devices and software.