



## INTERNET ACCEPTABLE USE POLICY

**Purpose:** To govern the use of the library internet connections.

**Conditions:** All users of the library Internet are expected to act in a responsible and legal manner. The Internet is viewed as a resource to be used in the fulfillment of the Library's mission "to serve library users of Grand Marais, Minnesota, by providing materials, information, and services for their personal, recreational, educational, and professional needs."

The Internet allows users to connect to global resources outside the library. Users should be aware that the accuracy, completeness and currency of the resources available via the Internet varies widely. The user is responsible for selection or rejection of online information based on good judgment and discretion.

Users are expected to observe copyright and other legal restrictions on material they may view via the internet. The library assumes no liability for infringement of the law or other misbehavior on the part of library users. Individuals who knowingly violate copyright or break the law put access to the internet by the entire community at risk. Therefore, standards of online behavior may be monitored by the library and action may be taken as defined in the Rules of Behavior Policy.

Parents are encouraged to work closely with their children to select material that is in keeping with personal and family values. Parents and guardians of minor children must assume responsibility for their children's use of the Internet as well as printed or audiovisual materials.

Use of Grand Marais Public Library Internet is on a first-come, first-served basis. Time limits ensure all patrons have fair and equal access to computers.

### Acceptable Use

All electronic traffic originating from Grand Marais Public Library will be in accordance with acceptable use standards. Failure to abide by these standards may result in the loss of Internet, computer, or other privileges.

1. Respect for the privacy of others.
2. Compliance with copyright law and licensing for individual data and programs. Materials copied on this computer network may be subject to copyright laws and may not be copied without permission of the copyright owner unless the proposed use falls within the definition of "fair use."
3. Consideration for the security and functioning of computers, computer networks and systems.



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### **Unacceptable Use**

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

1. Uses for any purposes that violate applicable federal, state, or local laws including copyright laws.
2. Interfering with or disrupting other computer users, services, or equipment.
3. Attempting to gain or gaining unauthorized entry to other computing, information, or communications sources or devices (hacking).
4. Malicious, threatening, harassing, or obscene behavior or language.
5. Obscene behavior including public display of obscene materials on computer screens or in hard copy or accessing, uploading, downloading, transmitting, or distributing pornographic, obscene, or sexually explicit language or material.
6. Misrepresentation of oneself or Grand Marais Public Library.
7. Activities that could cause congestion and disruption of networks and systems.
8. Unsolicited advertising.

### **Cautions**

1. Parents are cautioned to monitor their minor children's use of the Internet.
2. Users are cautioned to guard closely the security of personal information, credit card numbers, computer accounts, passwords, and other types of authorizations when using the Internet.
3. Users are cautioned to take steps to protect their systems, disks, and files from computer viruses and other destructive computer programs. Grand Marais Public Library is not responsible for damage to personal computers, disks or files.
4. Grand Marais Public Library is not liable for any direct or indirect and/or punitive damages (including lost data or information) sustained or incurred in connection with the use or unavailability of the system.



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5. Electronic files should not be considered confidential. When required by law, the Grand Marais Public Library must disclose all files to the extent required by law.

### **Additional Information**

1. The Library does not provide e-mail accounts.
2. Library staff may assist patrons with Internet use as time permits but cannot offer extensive personal instruction. Classes providing instruction or information on computers, software, or Internet use are offered by the Library as staffing and budget permits. Other educational agencies in Cook County also provide computer courses.
3. The Children's Internet Protection Act (CIPA) requires that the library use a technology protection measure to filter content on the Internet. Library patrons who believe that a website has been blocked erroneously may request library staff to unblock a site. Library staff may comply with the request if it is deemed the website may be viewed lawfully and does not violate the policy for Internet use.

### **Information for Wireless network users**

1. Printing is available during open hours via the Library's wireless connection.
2. Wireless users may use library electrical outlets.
3. The wireless network is not filtered.
4. The Library cannot guarantee your equipment will work with the wireless network.
5. Library staff cannot answer technical questions about your laptop and wireless configurations.

The Grand Marais Public Library Board reviews all policies within a five-year timeline or as deemed necessary.