

Computer Acceptable Use Agreement
Worthington Jefferson Township Public Library
Use of the Computers is a Privilege.

1. Computer access is available to those library patrons who are in good standing with the library and who read, agree to, and follow the procedures outlined in this policy. "In good standing" means no outstanding fines or overdue materials.
2. Access will be granted to a first serve basis unless the patron has an appointment.
3. Appointments can be made in person or by phone, but the appointment will begin on the hour. If the user is 10 minutes late, then he/she has forfeited their appointment, if there are others waiting.
4. The filtered Internet stations block access to inappropriate matter on the Internet (language, pornography, etc.).
5. The filtered Internet stations do not have access to most chat rooms.
6. Because new sites are set up every day, some inappropriate sites will get through the filter. If the user comes across an inappropriate site that the filter did not block, please let a library staff member know.
7. Although there is not a charge to use the computer, there will be a printing charge of .10 cents per page for a black and white copy. Payment is due when the user picks up the copies at the circulation desk.
8. Staff will assist with the patron's use of the Internet only as staff time allows.
9. Any goods or services purchased via the Internet are the sole responsibility of the library user.
10. The user is responsible for individual choices and decisions and agrees to refrain from inappropriate Internet conduct. Examples of inappropriate conduct include, but are not limited to: misrepresentation of oneself or the library; use of the Internet for unlawful or malicious activities; sending chain letters; using abusive or objectionable language in sending messages; posting or sending slanderous, libelous, obscene, or threatening messages; violating local, state, or federal statute; accessing, transmitting or distributing pornographic, obscene, or sexually explicit material; violating copyright; altering any configuration settings, and damaging or disabling equipment, software, or data belonging to the library or other users.
11. The user understands that the library makes no warranties, expresses or implied, that the functions or content of the system will meet the user's specific requirements, or that it will be error free or trouble free, current or uninterrupted. The library will not be liable for any direct or

indirect, incidental, consequential, or punitive damages (including lost data, information, or income) incurred in connection with the use or inability to use the system.

12. The library reserves the right to set and enforce rules concerning use of the Internet station. This includes limiting the number of persons at an individual workstation to one person.
13. The library reserves the right to inspect or observe the use made of its equipment and resources for purposes of enforcing this policy.
14. Upon signing this agreement, the patron will be required to present their Worthington Jefferson Township Public Library Card at the circulation desk each time they wish to use the computer. No access will be provided if this card is not available. Patron must also sign the computer log sheet before and after each session. Signing in is necessary for keeping statistics on computer use for reports. At the end of the month these sheets are tallied and destroyed.
15. The library may suspend or revoke use at any time, without prior notice or hearing, for abusive conduct or violation of the conditions of use set forth in this document. The library will be the sole arbiter of what constitutes abusive conduct or violation of this acceptable use policy.
16. The library reserves the right to amend this policy at any time without notice to the user.
17. In the case of computer policy abuse, the user will receive only 1 warning, resulting in notes placed on the user's record; any subsequent incident will result in the loss of computer privileges for one month.

I acknowledge that I have read, understand and will comply with the Computer Acceptable Use Policy Agreement.

User's Name (Print): _____

User's Signature: _____

Parent of Guardian Signature if user is under 16

Approved By: _____

Date: _____