

Carbon County Library System

Guidelines for Computer Use

1. Use of computers is on a first-come-first-served basis. During high use periods, time on computers may be limited at the staff's discretion.
2. Individuals need to sign in at the circulation desk before using Internet computers and sign off at least 5 minutes before library closing time. There is a time limit of ½ hour per visit on the Internet computers. If no one is waiting, additional time may be allowed.
3. Library staff is available to assist in accessing the Internet and to offer searching suggestions. Patrons using library computers should know how to use any programs necessary to accomplish their purpose. Limited staff instruction and manuals may be available for help.
4. Files may be saved to a storage device provided by the patron, not to the hard drive. The library is not responsible for loss of data.
5. Printers are available for a small fee. Patrons may use their own paper but printing charges remain the same to cover the cost of toner supplies and maintenance expenses. Fees will be collected at the Circulation Desk.
6. Patrons are encouraged to ask for assistance, since the computers do not operate as home computers do. Patrons are asked to refrain from logging off or turning off computers unless permission is given by library staff.
7. Inappropriate or illegal use of the computers will result in the loss of computer privileges for a length of time library staff deems appropriate. These uses include, but are not limited to
 - Accessing or transmitting material that is obscene, including child pornography or anything "harmful to minors"
 - Violating copyright laws or software licenses
 - Attempting to violate security measures or alter configuration of the equipment
 - Attempting to disrupt, harass or threaten other users, computers or Internet networks
 - Misrepresenting oneself to gain access to the Internet from a library terminal
8. The Library System is not responsible for damages done to computer equipment by patrons. Parents are expected to monitor their children's activities on the computers and are responsible for any damages that may result. Repair costs will be billed directly to the patron. Misuse or abuse of computer equipment as determined by the Library Director may also result in loss of Library privileges.