



Delaware Division Of Libraries Public Computer Acceptable Use Policy

Revised: 8/13/2010

The Library Network, supported by the Delaware Department of State, Division of Libraries, provides access to electronic information resources through the Internet to all Delaware public library card holders in good standing. Users of public library computers must enter their library barcode number and their Personal Identification Number (PIN) to access the Internet. Users of personal mobile devices in the library are also subject to this Computer Acceptable Use Policy.

Public libraries will provide unfiltered access to the Internet in accordance with the American Library Association's Intellectual Freedom Statement, the Library Bill of Rights, and the ALA statement on Access to Electronic Information, Services, and Networks. The Internet is a world-wide community with a highly diverse user population, and it is the user's responsibility to use the resource wisely. The Library Network makes no guarantee, either expressed or implied, and assumes no responsibility for the quality, accuracy, or currency of the information the user finds.

The library affirms the right and responsibility of parents and guardians to guide, determine, and monitor their children's use of the Internet. The Internet may contain material of a controversial nature, and some sites may contain material that is inappropriate for children. Public libraries comply with the Delaware Children's Internet Protection Act through the use of an Internet access management system for public library computers that enable parents and legal guardians to limit their child's access. Minors must have the permission of a parent or guardian to use the Internet on a library-owned computer through the library card registration process. Libraries may also provide limited access options such as the use of dedicated computers for minors which are filtered or provide access solely to age-appropriate electronic library collections.

Wireless Internet access is also available within the public libraries. Because wireless Internet access is unfiltered and may be accessed through computers and devices not owned by the library, parents and guardians are hereby notified and encouraged to place appropriate controls or restrictions on the use of personal mobile devices that their children may use in the library.

Libraries use a reservation system for computer use. While the library respects user privacy, it should be remembered that Internet workstations are in public areas and can be viewed by the entire community. Users are asked not to display images which will be offensive to other members of the community. Doing so may result in suspension of the user's Internet access. Internet access may not be available at times due to technical problems beyond the library's control. In order to collect statistics on the use of the Internet, the library reserves the right to use anonymous activity recording. No identification of users will be associated within the statistical reporting process.

Any use of the Library Network for illegal, inappropriate, or obscene purposes or in support of such activities, is prohibited. Illegal activities shall be defined as a violation of local, state, and/or federal



laws. Inappropriate use shall be defined as a violation of the intended use of the Library Network. Obscene activities shall be defined as a violation of generally accepted community standards.

Other restrictions may be imposed as deemed necessary by the Delaware Library Network administration.

In no event shall the public library or the Delaware Division of Libraries be liable for special, indirect, incidental, economic, consequential or punitive damages, including but not limited to lost revenue, lost profits, replacement goods, loss of technology rights or services, loss of data, or interruption or loss of use of software or any portion thereof regardless of the legal theory under which such damages are sought, even if the user has been advised of the likelihood of such damages.

User Responsibilities

Users of electronic information resources such as the Internet are expected to use these resources in a responsible manner, consistent with the educational and informational purposes for which they are provided and follow these rules and regulations.

Users of public computers are expected to use these resources in a responsible manner, with respect for the rights of others, and with appropriate care in the use of the equipment. In order to protect computer workstations from viruses, patrons may not use their own software on workstations. Computer and Internet settings may not be changed.

A user may not allow other persons to access the Library Network by using his/her personal library barcode. A user is responsible for all activities conducted on the Library Network during sessions authorized by his/her personal library barcode.

Users must respect all copyright, licensing agreements and other contracts.

Users shall be liable in accordance with the terms of this Computer Acceptable Use Policy and applicable laws for all intentional damages to the public library equipment or network, caused by the user's failure to ensure compliance with this Policy.

Unacceptable Use

Unacceptable use includes, but is not limited to the following:

- Harassment, libel, or slander.
- Destruction of equipment, software or data belonging to the library.
- Illegal copying of copyright protected material.
- Violations of computer security.
- Violations of maintenance agreements with service providers.
- Obscene or unacceptable use of the Library Network.
- Unauthorized access, use, destruction, alteration, dismantling or disfiguration of any data, information technologies, properties, or facilities.



The Delaware Library Network administration reserves the right to monitor and/or record activities as needed to maintain the security and usability of the Library Network Internet service and the systems to which it is connected. Persons violating, or suspected of violating this policy will be subject to the monitoring and/or recording of their sessions. All monitored or recorded activities and sessions are considered confidential to the user, and the Library Network Administration, except as evidence in a legal proceeding.

Any violation of this policy will result in disciplinary actions which may include suspension or removal of the Library Network Internet privileges and/or legal action.

Updated 04/19/2007

Updated 08/13/2010; reviewed by Drue ChiChi, Deputy Attorney General



Appendix A

New Castle County Libraries - Internet Use Policy

Revised: 1/31/2014

1. Computer use is a privilege, not a right, which may be revoked or suspended at any time for inappropriate conduct, misuse of equipment, or violation of the terms set out in this policy.
2. Users must have basic computer skills and are expected to work independently. Library staff members provide only limited assistance for basic start-up procedures.
3. Computer users must possess a valid Delaware Library Card to use the Library's computers. It is a violation of this policy to access a computer using any card other than your own. Conversely, users may not allow others to use their cards. Patrons who violate these rules may have their Internet privileges revoked or suspended.
4. Out-of-state library users may register at the Reference Desk for a guest pass to use the computers – up to 5 times in a calendar year. Guest passes will only be issued to out-of-state users ages 18 and older or to out-of-state minor children with their parent or guardian present; photo ID must be shown to receive a guest pass.
5. Library computer use is limited to a maximum of 3 hours per day of total use per library patron. Sessions times are one hour per session. Users will be automatically logged out after each one-hour session. The third hour of use is only available if there are computers without reservations scheduled; it is available in fifteen-minute increments. Computers automatically shut down 15 minutes before the Library closes.
6. **Effective July 1, 2012:** users pay \$0.10 for each black-and-white print and \$0.25 for each color print. The Library is not responsible for copies made in error, including any blank pages. Users may not use scrap paper, turn over paper to print on the back side, or use any paper not provided by the Library.
7. Users are permitted to download to or upload from a portable USB device owned by the user. Downloading to the Library computer's hard drive is permitted, but items so saved will be deleted automatically at the end of the user's session. Users may not load personal software onto the Library's computers. By using the provided computers, users indemnify New Castle County, the State of Delaware, and the Library from liability for lost data; computer use is at your own risk. Due to technical and security concerns, the Library does not guarantee that the public computers will work with all Web sites and applications.

Library Policy





8. In accordance with the Delaware Children's Internet Protection Act - DE CIPA (Delaware State Code, Title 29, Chapter 66C) - the New Castle County Library System offers parents or guardians the ability to determine their children's access to the Internet. Parents or guardians sign a form choosing full Internet access or no Internet access for their minor children. Minors may not access the Internet without a signed library card application on file.
9. The Delaware Children's Internet Protection Act, DE CIPA, specifically prohibits patrons from using the Library's computers to access inappropriate or obscene materials.

Delaware Code Title 29, Chapter 66C, 6603

"Inappropriate materials" means visual depictions which are obscene.

Delaware State Code Title 2, 1364

Material or live conduct is obscene if:

- (1) The average person applying contemporary community standards would find the material or conduct, taken as a whole, appeals to the prurient interests; and
- (2) The material depicts or describes or the live conduct portrays:
 - a. Patently offensive representations or descriptions of ultimate sexual acts, normal or perverted, actual or simulated; or
 - b. Patently offensive representations or descriptions of masturbation, excretory functions, and/or lewd exhibitions of the genitals; and
- (3) The work or conduct taken as a whole lacks serious literary, artistic, political, or scientific value.

Patrons who violate the DE CIPA may have their library privileges suspended or revoked. A copy of the DE CIPA is available at the Reference Desk.

10. Internet access is blocked for those users who have \$5.00 or more in fines and fees on their accounts.