

Cortland Free Library Computer Use and Internet Access Policy

- All users must have a library card to use the Library's computer.
- Computer users are limited to 2, ½ hour (30 minutes) sessions, per day.
- Non-library card holders are required to show id and will be given access at the discretion of the library staff.
- If you use another individual's card to gain access to the computers, your computer privileges will be suspended or permanently revoked.
- Computers in Adult Services are reserved for people over the age of 18.
- Computers in Youth Services are reserved for young people under the age of 18.
- Any person 17 years and under must have a parent or legal guardian complete the Library's Parental Permission Agreement for Internet use which will be recorded on the patron's electronic record and the hard copy kept on file in Youth Services.
- Any person 3 and over can obtain a library card.
- Limit 2 persons at any one terminal at a time.
- Printing: \$.25 per page, for an 8 ½ x 11 black and white page

The time management software will provide a warning five (5) minutes before it shuts the computer down when your time is over.

For in-depth research or school assignments, you may be able to request additional sessions, depending upon availability. Please discuss your computer needs with the staff person behind the desk prior to logging on.

- You will not be allowed to use the computers if you have more than \$5.00 in charges on your computer account or if you have more than 2 overdue items.
- You are not allowed to view illegal, pornographic or objectionable material or engage in illegal activity.
- You are not allowed to download software or use file transfer protocol.
- You are not allowed to configure e-mail or other software settings.

Violation of the policies and regulations that govern the use of the Library's resources may result in suspension or loss of computer privileges. Any illegal activity involving the Library's resources will be subject to prosecution by the appropriate authorities. Rude, abusive behavior or language or non-compliance with the above rules may result in the permanent loss of computer privileges.

The library staff, at their discretion, reserves the right to ask users to leave.

By signing on to this computer, you have agreed to the above conditions.