



Forsyth County Public Library Internet Use Agreement and Computer Rules

While the Internet contains a wealth of information, it also provides access to sites containing inaccurate information and materials that some customers will find offensive and that may be illegal.

The Library staff does not monitor and has no control over materials on the Internet and cannot be held responsible for its content. The Library cannot control access to materials or protect customers from all materials they may find offensive. The Library is unable to guarantee confidentiality of Internet use or transactions.

The Forsyth County Public Library provides Internet access to all valid cardholders including children. Because the Library receives federal funding for public Internet access, the Children's Internet Protection Act requires the Library to block certain visual images on every computer. Four levels of filtering are available. Filters are not totally effective and should not be relied on for complete protection. Users 18 and over are free to choose the filtering level which best serves their purposes. For youth under 18, the most restricted level of filtering will automatically be set. A parent or legal guardian may elect to choose a less restricted level of filtering for his/her child (see Filtering Options form). Computers in the Central Library Children's Room have the most restricted level of filtering regardless of the level assigned to the card. These computers are available for ages 13 and younger.

Rules of Use

- Each user must have a valid FCPL card with PIN which may be obtained at any check-out desk. Computer Cards for computer use only (users with limited ID) and One Day Visitor Cards (ID required for adults) are available.
- Borrower accounts that are blocked for any reason will prohibit computer access.
- Each user must sign in for each session using the Library's automated computer management system (SAM) sign up station. After being assigned a computer, the customer has 8 minutes at Central and 5 minutes at branches to log in at their assigned computer.
- Computer users may not misrepresent themselves or use someone else's card or PIN.
- Each user must indicate acceptance of the *Internet Use Agreement and Computer Rules*.
- Any minor (under 18) with his/her own library card and PIN will automatically receive Internet access at the most restricted level of filtering. Signed parental permission is required for minors to receive less restricted filtering levels. Filtering Options forms are available at all public service desks.
- If a minor is sharing a computer with anyone other than a parent, the user with the most restricted level of filtering must log in.
- Library staff may limit the number of users on the same computer.
- Illegal activities are prohibited.

- **Computer users may not send, display, receive or print materials defined by law as obscene. (NCGS 14-190.1)**
- **Computer users are expected to exercise appropriate discretion in viewing materials that may be offensive to others, especially children. Users may not allow minors to view, peruse or review any material that is harmful to minors. (NCGS 14-190.13)**

- Users may not physically change computers or any Library file, Internet site, configuration, information or data.
- Computer users may not make unauthorized copies of copyrighted or licensed software or data.
- Users making electronic commercial transactions do so at their own risk and are responsible for any financial obligation incurred.
- Users are required to set their computer clock in a “lock” mode if they need to step away briefly. The computer may be held in this mode for up to 10 minutes. “Lock” mode time is considered part of the user’s session time.
- An individual session is a maximum of one hour in length.
- Computer access is available for a maximum of three hours per day systemwide.
- Sessions end automatically when the user’s time is up. Users are required to leave the computer at that time. All printing and downloading must be completed within the user’s time allotment.
- Users who finish their session early must click “end session.”
- Printing is managed by SAM through your Library account using the APM (account payment machine). **Money applied to your account cannot be refunded. Confidentiality of printed material is not guaranteed.**
- Users may print 5 pages free per day. There is a \$.15 charge for each additional page.
- Users are required to use only paper supplied by the Library. No envelopes, labels, or personal paper may be used.
- Users are strongly encouraged to save files to a disk or memory device frequently while working on Library computers to prevent loss of data.
- Users may save/download on their own memory devices.
- Computers have headphones that have been preset to comfortable levels. Volume may not be raised to a level audible at the next workstation.
- Personal microphones are not allowed.

Designated-use computers are available in some locations. Special rules apply. Inquire at the public service desk for the Designated Use Computers handout.

Any violation of the *Internet Use Agreement and Computer Rules* may result in suspension of computer privileges. Repeated violations may result in permanent suspension.

Forsyth County disclaims all warranties, including the warranty of merchantability or fitness for a particular purpose. In the event that the computer, printer, software or Internet service is defective or fails, Forsyth County shall not be liable whatsoever for any damage suffered by the user. Forsyth County shall not be liable for any claim or damage relating to the content accessed by the user or for the user’s use of such content. The User agrees to indemnify and hold Forsyth County harmless from and against any claim, expenses, costs (including attorney’s fees), or any liability relating to the acts or omissions of the user.