

# Computer & Internet Access Policy

## Erving Public Library

The Erving Public Library provides computers and internet access to its patrons. This allows our patrons to do word processing, research, and access the many resources available on the internet. Use of computers is a privilege, and failure to abide by the following rules will result in the immediate loss of that privilege.

1. Be respectful of others' rights to a quiet and private environment in which to use computers.
2. The library's Internet resources may be used for educational, informational, and recreational purposes, but not for illegal purposes.
3. You may not send, receive, or display text or graphics which may be reasonably construed as obscene.
4. You must leave the computer exactly as you found it. Do not change preferences or delete bookmarks. Do not attempt to fix problems. Do not try to reconfigure the system. Do not shut down or turn off the machines.
5. Computer use is on a first come first served basis. There is a **thirty-minute time limit** on computers if others are waiting.
6. Patrons are allowed five free pages of printing per day. There is a \$0.10 per page charge for each additional page printed.
7. Download or save information to your own memory device. **Do not save anything on the computer's hard drive.**
8. Wireless access is available within the library and an area surrounding the building. Wireless printing may be available.
9. Patrons who bring their own laptops are not required to sign in at the desk, but are expected to comply with Rules 1, 2, and 3 of this policy.