INTERNET

The Lake Odessa Community Library allows access to a variety of electronic resources. This includes the Lakeland Online Catalog, a variety of databases, and the Internet. The Internet stations also provide access to a variety of office software. No station provides support for all file types, browser plug-ins, or Internet technologies. The Library recognizes this is a dynamic environment with content that constantly changes. The library has installed a filter that excludes "sexually oriented" and "extreme violence" materials. Users may choose unfiltered access, but all patrons using computers at the Lake Odessa Community Library must read and adhere to the following Rules for Computer Use. Violators will be required to terminate their computer session and may lose their Internet privilege, computer privileges, and/or their library privileges.

Rules for Computer Use

1. Please silence your cell phone notifications and take all cell phone conversations outside the building.

2. You must have a current Lake Odessa Community Library card or other Lakeland Library Cooperative card to use the computers. If you do not have a library card but are eligible to register for one, you will be asked to do so. If you are not eligible for a library card, you will be given a guest pass to use the computer.

3. Computer use is limited to 60 minutes. Research, test taking or certain school related projects may receive extra time at the discretion of the staff. If patrons are waiting to use an available computer, the maximum time allotted per person is one hour per day.

4. Be considerate of other patrons. Profane, obscene or injurious language, text or graphics that is purposely directed at another person, or purposely displayed for public view, will not be tolerated. *Materials brought up on any public access computer are considered on display for public viewing.*

5. You must adhere to federal, state, and local laws governing the content, transmission and dissemination of information. *The Lake Odessa Community Library enforces MCL 397.606 (Sect. 6 of the Library Privacy Act.) Therefore, the Library does not allow anyone using a computer on library premises to view matter that is obscene or material that is sexually explicit and harmful to minors, because a minor could view it. Persons who do not comply with this rule will lose their Internet privileges and may lose any or all other library privileges.*

6. The Copyright Law of the United States (Title 17 U.S. Code) governs the duplication of copyright software and other electronic materials.

The person using the equipment for copying is liable for any infringement.

7. It is the responsibility of parents, guardians, or others responsible for children to determine what is appropriate for the minor child in their care. Parents of minor children must assume responsibility for their children's use of the Internet through the library's connection. The library's privacy policy extends to cover personal information about minors and other patrons. The library does not provide unauthorized information about minors' or any age group's use of the Internet. Parents and guardians assume all responsibility for any personal information provided by minors in their care. The library staff cannot and will not act *in loco parentis.*

8. Only currently installed software may be used on library computers.

9. Hacking, attempts at hacking, configuration changes or attempts and software modifications or attempts are prohibited and will result in the loss of library privileges.

10. There is a limit of one person per computer (unless approved by staff). Patrons must not engage in loud or boisterous conduct.

11. You must pay for all pages printed. If you have questions about printing, ask for assistance. Black and white copies are .15 each and color copies are .50 each.

12. The Lake Odessa Community Library offers Wireless Access for patrons bringing in their own equipment. All above rules govern personal wireless units except number 3.

13. The Lake Odessa Library offers portable Chromebooks for use within the library.

14. All public library computers will automatically shut down at closing.

To address the issue of the safety and security of minors when using electronic mail, chat rooms, and other social media sites as well as unauthorized disclosure of, use, and dissemination of personal identification regarding minors, the library policy requires minors to follow the safety guidelines below:

a. Never give out identifying information such as home address, school name, or telephone number.
b. Let parents or guardians decide whether personal information such as age or financial information should be provided online.
c. Never arrange a face-to-face meeting with someone through a computer without parent or guardian approval.
d. Never respond to messages that are suggestive, obscene, or threatening.
e. Remember that people online may not be who they say they are.

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CHILDREN'S COMPUTER

1). A session on the children's computer will be 30 minutes.

2). No food, candy or drink will be allowed near the computer.

3). Disruptive behavior will end a child's session on the computer.