

COMPUTER LAB POLICIES

1. All equipment is on a first come, first serve basis and all users must register and sign in on the Cassie System.
2. It is not acceptable to use any library equipment in a manner that disrupts normal use and service.
3. Do not propagate viruses, violate personal privacy of others, access protected network resources or alter software or hardware.
4. Only library owned software may be loaded on the computer.
5. No chat rooms, instant messengers or other software may be downloaded onto computers.
6. Nothing may be saved to the computer's hard drive.
7. No food or drink is permitted in the lab or around computers.
8. Cell phone usage is not permitted in the lab or while using computers.
9. The Internet cannot be used for illegal activities, including accessing illegal materials or those which by local standards would be considered obscene. Even "accidental" viewing of pornographic images will not be tolerated. Transmission of any material in violation of federal, state or city statute or regulation is prohibited.
10. Persons under 16 must have parental supervision or a signed parental consent form on file at the library in order to use the Internet.
11. Persons under 12 years of age must have a parent or guardian physically with them while using a computer.
12. Users will respect copyright laws and licensing agreements.
13. Users will respect the privacy of others and not attempt to view or read material being used by others.
14. The individual user, not the library, is responsible for the Internet sources accessed. Each user agrees to indemnify and hold harmless the Foley Public Library, City of Foley, and its employees from any claims resulting from their use of the Internet at the Foley Public Library.
15. Library staff members are authorized to terminate any user's session or to prohibit a user from subsequent sessions if given cause to believe that the user has failed to comply with above policies.