

# Wilton Public Library

## Computers

The Wilton Public Library provides computers for public use to offer educational opportunities to a broad patron base. The computers may be used to provide learning opportunities, access to the Internet, for homework purposes and to encourage individuals gaining computer experience. The library staff is available to answer brief questions on computer usage and to do troubleshooting when needed. Staff members are not to spend more than five minutes at a time helping computer users. Individuals needing more help should schedule a training session with the Library staff.

In order to ensure fair access to the computers, individuals may be limited to 60 minutes at the discretion of the librarian. Work can be saved on a USB device. The Library is under no obligation to retain information saved to the hard drive.

Use of the Internet is subject to the regulations of our provider, net.wtc (See attached policy). The Wilton Public Library is committed to providing an environment free from sexual harassment. Patrons shall not intentionally display on screens and/or printers materials that may be objectionable to others. Individuals using the Internet must download to a USB Device, not the hard drive. Patrons are not allowed to load and/or run their own software on library computers. Internet users may send and receive email through a web-browser based email client, do online transactions, and use chat rooms.

Use of the Internet and the computers is free of charge; however, there is a fee for printing. Black & white copies are 25 cents and color copies are 50 cents each. Free copies will follow the guidelines for student copies.

The computer is to be used by one person at a time. In the case of a person learning computer skills, a mentor will be allowed. All persons are expected to cooperate with library etiquette. One warning may be given, but the librarian can ask any person ignoring this policy or library etiquette to forfeit his/her turn.

Adopted 01/1997; Revised 01/2003; Reviewed 12/2005; Revised 10/2006; Revised 03/2008; Revised 01/2010; Reviewed 03/2012; Revised 09/2015; Reviewed 02/2019; Revised 01/2023

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## Internet User Agreement

### Wilton Public Library

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

I understand that the use of the Internet is a service offered by the Wilton Public Library to its patrons. The librarians can deny access to this service if the patron does not follow the Library Policy. Internet access is provided to aid students doing research projects and individuals seeking information for personal use and life-long learning opportunities. The acceptable use policy of netwtc.net must be adhered to relating to hacking, creation of web sites, email spamming, and unsolicited mailing.

As a user, I agree to:

- Follow the Acceptable Use Policy.
- Limit my time if requested by the Librarian.
- Download only to a USB device following all copyright laws.
- Conduct educational and business online transactions that are permitted.
- Use private email account to send/receive email.

I understand that the Library is committed to providing an environment free from sexual harassment. I will not intentionally display on screens and/or printers materials that may be objectionable in content.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Reviewed 12/2005; Revised 10/2006; Revised 03/2008; Revised 01/2010; Revised 03/2012; Reviewed 09/2015; Reviewed 02/2019; Revised 01/2023