

Public Access to Computers and Internet Policy

Public access to computers is made available to all patrons of the Library with preference given to Smithtown Library District cardholders. The equipment may not be utilized for commercial or profit-making purposes. To fulfill the Library's mission, The Smithtown Library provides access to a broad range of information resources, including those available through the Internet. The Internet offers access to many useful local, national and international sources of information. However, not all sources on the Internet provide accurate, complete, or current information. An astute information consumer should evaluate the validity and accuracy of information gleaned from resources obtained by way of accessing the Internet.

PROCEDURES

1. An individual who wishes to utilize a computer may sign-on to a computer utilizing his/her Smithtown Library card possessing a current password. A password may be assigned to a Library card through the catalog or at a public service desk. If a person does not possess a Smithtown Library card, he/she can obtain a guest pass by displaying proof of identification at a public service desk.
2. Use of a computer is limited to one-hour sessions. These may be extended in one-hour increments provided no other individual is seeking to use the computer.
3. Computers are automatically turned-off ten (10) minutes prior to the closing of the Library. The Library assumes no responsibility for work lost due to the automatic shutting off of equipment, or due to any other scheduled or unscheduled event.
4. Flash drives are available for purchase from the Circulation Desk. Work cannot be saved to the computer. All information will be automatically erased at the end of the work session when one logs off.
5. The first four (4) black and white or two (2) color printed pages per day are complimentary for Smithtown Library cardholders who use their Library card to sign on. A fee, determined by the cost of maintaining and operating the printing equipment, will be charged for additional pages and pages for those utilizing a guest pass. Patrons may not supply their own paper.
6. The Library provides formal instruction on the use of computers by appointment ("Book A Librarian"), and in technology programs that are offered at the Library.
7. Any malfunctions of the computer and/or printer are to be reported to the appropriate department immediately.
8. Patrons are not permitted to alter or to attach equipment to a Library computer, with the exception of flash drives or external hard drives. Patrons may not install programs or software on Library computers.
9. Users must respect other users' privacy.
10. Users must utilize headphones whenever viewing content that produces sound.

Users may not:

1. Damage or adulterate computer equipment or software.
2. Alter software or hardware configurations.
3. Submit, publish, or display on Library computers any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive or illegal material.
4. Cause degradation of system performance.
5. Use any Library Internet access computer for any illegal or criminal purpose.
6. Violate copyright laws or software licensing agreements.
7. Engage in any activity which is offensive, libelous, or slanderous.
8. Upload or install any software onto Library computers.
9. Download any information to Library Internet access computers' hard disks or any diskettes other than that which occurs during the normal course of "browsing" the Web.

Copyright

U.S. Copyright Law (Title 17, U.S. Code) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by the principle of "fair use." Users may not copy or distribute electronic materials (including electronic mail, text, images, programs or data) without the explicit permission of the copyright holder. Responsibility for any consequences of copyright infringement lies with the user; the Library expressly disclaims any liability or responsibility resulting from such use; and will hold accountable any user who is found to have infringed upon copyright entitlements. A user will indemnify and hold harmless the Library as to any damages assessed against it by way of a copyright infringement.

Filtering Software

The Internet is a global resource with a highly diverse user population and information content. It offers unlimited global access to all types of information. Not all sources are accurate, complete, current, legal or philosophically acceptable to all people. Information may be offensive, inappropriate, controversial, illegal, erroneous, etc. It is the responsibility of the user to select or reject online information based on judgment and discretion.

The Library cannot protect users from materials that are inaccurate or that may be deemed offensive. However, in order to seek to facilitate precluding certain types of material from being viewed in the Library, filtering software is utilized on all Internet access computers.

Filtering seeks to avoid access to a predetermined list of sites and keywords deemed inappropriate. As a result, it is possible that some sites that may not contain offensive

material may be filtered by the software. Due to the diverse and dynamic nature of the Internet it is not possible to block access to all sites that may be considered objectionable. If a site sought to be accessed is being blocked, you may submit a request to have the site unblocked at the reference desk. Your request will be reviewed and granted if it doesn't conflict with this policy.

It is to be the sole responsibility of the parent(s) or guardian(s) to monitor the use of the computers and Internet by their minor children.

Notice

Violations of this policy will result in loss of access; the user will be liable for any damages resulting from computer misuse. Unlawful activities found to have been committed will lead to the suspension or permanent banning of computer use and the reporting of such to outside authorities as warranted.

The Library assumes no responsibility for the content of external sites on the Internet; Library patrons view them at their own risk. The Library assumes no responsibility or liability for any programs accessed on Library computers, or for any loss of information. Users of public access computers as a condition of use will hold harmless and indemnify the Library as to all claims, actions and judgments which accrue against the Library related to such use.

Adopted: 5/29/97

Last Revised: 6/17/2025