

**Use of the Internet**

**Introduction**

The online environment has become an important and growing part of economic, cultural, civic, and social life, and the use of new Internet-based applications for collaboration and learning – including “social networking” sites – is becoming increasingly prevalent.

The Internet, as a global electronic network, enables individuals to search for ideas and information beyond the confines of the library collection. The Internet is an unregulated medium; it provides a wealth of enriching material but also some that may be erroneous, out-of-date, illegal, or offensive. Library users are the final selectors in using the Internet and are responsible for their individual choices and decisions.

The Villa Park Public Library provides public access to the Internet-both through designated workstations and through its wireless. While it is the goal of the Library to provide access to this network during normal hours of operation, high demand, limitations of technology, and other factors may affect the delivery of this service.

**Intellectual Freedom/Right to Privacy**

The same standards of intellectual freedom, privacy and confidentiality endorsed by the Villa Park Public Library for traditional resources and services also apply to electronic media, including usage of the Internet.

The Library has a policy of open access to all parts of its collections, including access to the Internet. Also, use is not prioritized by information need (everyone’s information need is important to him or her).

The Library seeks to protect the First Amendment rights of its customers and their individual right to privacy. However, Internet users should be aware that images on the screen and at public printers are subject to view by any library patron or employee passing by.

**Use of the Internet**

**REQUIREMENTS:**

- Internet users must have a current Villa Park Public Library Card and must accept this policy.
- Patrons under the age of 18 must have the Internet Registration and User Agreement completed by their parents or guardians at the Library.

- Non-Villa Park Public Library cardholders must be 18 years of age, and accept the Internet policy prior to each use.
- Patrons must be able to prove age and identity upon demand.

TIME LIMITS: There is a limit of 120 minutes on the Internet per day per user.

PRINTING: Printers are available for patron use. There is a charge for each page printed. Patrons may be charged for unpaid copies. (See [Policy 731, Schedule of Fines and Fees](#))

DOWNLOADING AND SAVING FILES: In some instances, patrons may have to download internet browser plug-in components in order to access certain features on internet websites. These plug-ins are generally allowed as long as they do not compromise the security of the computers or the Library network. Patrons may transfer their personal files only to personal media. The Library is not responsible for any loss or damage to personal media or data when downloading or uploading to personal media.

LEGAL USE: It is the responsibility of each user to obey all local, state, and federal laws when using the network, including, but not limited to, the rules concerning fraud, copyright, obscenity and privacy legislation. Any personal information sent through the network could be intercepted by a third party, and users are encouraged to be cautious about sending personal, financial or legal data.

Users must agree to use the computer equipment in a responsible manner and will be held responsible for any damage that may occur. Users may not extend or modify the network in any way. This includes adding access points and installing bridges, repeaters, switches or hubs. The Library will remove or disable any such unauthorized equipment. Users are financially responsible for any damage resulting from misuse of the equipment or software.

Patrons using the Library's Internet connection illegally may lose their Internet and/or Library privileges. . The period of time privileges to be revoked will be determined by the Library Director. Loss of privileges will be noted in the patron's account in the Library's database. To reinstate privileges, the patron must reapply for Internet access.

Unacceptable uses include, but are not limited to: cyber-bullying; harassment; libel; slander; destruction of or damage to equipment, software or data; disruption or unauthorized monitoring of electronic communications; attempt to break into or gain unauthorized access to any computers, networks or secured files; or unauthorized copying of copyright-protected material. Certain of these violations may constitute a criminal offense and will be subject to prosecution by the appropriate authorities. (See Policy 643, Public Information, Services and Networks.)

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## USE BY CHILDREN:

- Patrons under 14 are required to use the Internet at the Youth Services workstations. Children under eight years of age must be accompanied by a parent or other responsible adult while the child is using the Internet terminal.
- Children using the Internet computers may be asked to produce their library cards during each use.
- Parents, guardians, and caregivers are expected to instruct minors in the safe and effective use of the Internet.

**CONCERNS:** A patron with a concern about the policy on the use of the Internet computer or the content available through the Internet shall express the concern as specifically as possible to the Director in writing, stating his or her name, address, and telephone number. If necessary in the judgment of the Director, the Board of Trustees will be consulted in addressing the concern.

**EXCEPTIONS:** In those cases where the Director deems it appropriate to do so, the Director is authorized to make occasional exceptions to this policy to permit use.

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