

Youth Room Internet Guidelines

1. The Internet and Word Processing computers in the Youth Room are provided as a free service to card-holding members of the Altoona Area Public Library in good standing (having no unpaid fines or fees). Visitors from out of town may purchase a temporary card for \$1.00 that will allow them to use the Internet during one visit to the Library.
2. In fairness to all our patrons, individuals are limited to a maximum of two hours of computer usage per day for educational purposes. A limit of one half hour per day is instituted for recreational purposes (games, checking email, etc.). Total individual computer usage may not exceed two hours per day.
3. Our intention in providing Internet access to our patrons is to make the Internet available for informational and educational purposes. In the Youth Room, we do allow children and teenagers to play games and access email but if the computer is needed for educational purposes, the person using it for personal use must stop. Email is permitted but you must set up your own account. Free accounts are available from Hotmail, Yahoo, etc.
4. Altoona Library staff will be available to answer questions and assist with logging on to the Internet or Word Processing. However, we will need to assist other patrons as well and cannot spend large amounts of time guiding you through the computer programs or the Internet. The Library does have a number of resources available to guide you. Ask the Reference Librarian.
5. Minors must be protected from harmful matter. The Internet is a vast, worldwide network with very few restrictions or limitations. Although the Youth Room Internet computers are filtered, no filter is foolproof and the Altoona Area Public Library cannot be responsible for offensive material that may appear on the Internet. As an Internet user you and you alone are responsible for the information you choose to view. Keep in mind that it is a felony offense in the state of Pennsylvania "To display or cause to display any explicit sexual material on any viewing screen in such manner that the display is visible in any establishment where minors, as part of the general public, may be exposed to view all or any part of such materials." (Penna. Crimes Code - Sect. 5903.) Therefore, viewing of such material in the public library will not be permitted. Violation of this provision may result in the

immediate termination of your Internet privileges.

6. The following ethical standards must be adhered to:

a.) No copyright material may be copied

b.) Users must not do anything that will impede the use of the Internet by others or cause damage to Library equipment and/or software. Users will be liable for repair or replacement costs.

c.) Computers may not be used for illegal activities including, but not limited to, hacking, harassment, sale or use of prohibited substances.

d.) Not disclosing personal information about another person without that person's permission. Minors must be careful not to disclose any personal information (address, phone number, etc.) without their parent's permission.

e.) Not accessing information and/or sites harmful to minors.

7. Patrons must sign an Acceptable Use Contract form prior to using Internet or Word Processing computers. Students under ten years of age must be accompanied by an adult. All patrons under age 18 must also have a parental consent form signed and on file.

8. The library does what it can to keep our computer equipment virus free, however, we cannot be responsible for any viruses that may be transmitted via Internet files.

9. Users may not turn equipment on or off, change settings on the computers, plug personal equipment into the computers, download anything or load personal programs onto the computers.

10. Floppy discs may be brought to the library if you intend to save information. We do not allow you to save files on the hard drive of our computer. Discs may be purchased at the Youth Room desk for \$.50.

11. You will be charged \$.10 for each page printed.

Failure to comply could result in loss of your library privileges.