

## **Public Computer Use Guidelines**

### **Purposes and Priorities**

Parents or other legal guardians are responsible for their children's use of the Internet in the library, just as they are for their use of materials in the library's collections. We urge parents to supervise their children's use of the Internet.

You may not use the library's computers for any illegal purposes including unauthorized access, activities to disrupt the network, users, or equipment, software piracy, or transmission or printing of copyrighted materials without approval. These activities are not protected by the library's privacy policy.

You are expected to engage in responsible, ethical use of the Internet which includes not sending, receiving, printing, or displaying text or graphics which may reasonably be construed as obscene or objectionable to library users or staff and which therefore create a hostile environment. If a library staff person asks you to stop viewing a site that is creating a hostile environment, you are expected to comply promptly and not to view the same or similar sites again.

Due to circumstances beyond our control, there may be times when access to the Internet is not possible. We remind users that confidentiality and privacy cannot be guaranteed when using email, printers, and the Internet.

### **Using Public Computers**

Please limit your time to one hour if others are waiting. The library takes measures to protect your privacy when you use library computers. All files saved to the hard drive and all internet browsing history are deleted periodically. You may save your work to a cloud based account, or by emailing it to yourself.

Please remember to log out of any accounts. The library is not responsible for any information you leave accessible to the next user.

### **Printing**

Black and White printing is available. Printing is 15 cents per page – all print jobs go to the Konica Copier/Printer by the Help Desk.

### **Wi-Fi Access**

**Wireless access is available, please select ToP-Public. The password is guest123**

You are responsible for your own computer. Peterborough Town Library staff members will be happy to assist you but we will not adjust settings or make any changes to your computer. Users should be aware that Wi-Fi networks are not secure and all necessary precautions should be taken to protect their equipment and data. Transferring personal data should be avoided.

Approved by the Board of Trustees November 16, 2023