

Hanover Town Library
Internet Access and Computer Use Policy

Overview

Hanover Town Library provides internet access to library users as part of its mission to “be an active presence in the village, providing its services to the community in a personal manner while preserving its historic building.” We seek to provide computer and internet access to our users to facilitate access to the abundant information and resources available through this tool. This policy has been written to see that this is achieved in a responsible, safe and fair manner.

Use of the Public Access Computer

- Users of the public access computer are expected to engage in responsible, ethical use of the internet.
- Internet Explorer is the only web browser on this computer
- The Etna Library website is the default homepage of the web browser.
- Security settings and software restrict the use of this computer.
- Microsoft Word is available for word processing. Users may print or save to a USB drive only. Security restrictions prevent saving work to the hard drive.
- Patrons may access their email.
- Use of the public access computer is limited to 20 minutes if someone is waiting. The time limit begins when a patron makes it known that they are waiting.

Please Keep in Mind

- Patrons may not use the computer for any illegal purposes, including unauthorized access, software piracy, or transmission of copyrighted materials without permission.
- Patrons may not send, receive, or display text or graphics that may reasonably be construed as obscene.
- Hanover Town Library does not use filtering software to limit access to Internet sites. Users may choose to use a filtered search engine.

- The Hanover Town Library, unlike the schools, does not serve in loco parentis (in place of parent). Parents or other legal guardians are responsible for their children's use of the Internet in the library.
- Downloading for the purpose of installing programs is not allowed.
- Saving to the hard drive is not allowed.
- Confidentiality and privacy cannot be guaranteed when using a public access computer.