

### Library Visitors

Visitors to the library are welcome to sign in to use the computers.

Visitors must read and agree to the Internet Access and Computer Use Policy.

Visitors will be signed in on a Visitors Pass and given a Computer card that must be returned at the end of their session.

Wi-Fi is available for the use of our Library visitors and patrons.



Kanhiote Tyendinaga Territory Public Library is a Community Access Program site.



Canada

### THESE ACTIVITIES ARE PROHIBITED

Use of the Internet for any illegal purpose.

Installing viruses or other programs designed to damage or alter software on the workstations, network or Internet, or seeking unauthorized access to any computer systems.

Sending unsolicited commercial material or unsolicited e-mail (spam).

Misrepresenting oneself as another user

Attempting to modify or gain access to files, passwords or data belonging to others.

Vandalism or theft of library property.

### CONSEQUENCES OF VIOLATING THE INTERNET ACCESS AND USE POLICY

Misuse or abuse of computers is not acceptable.

Offenders may be required to leave the library.

Users in violation of the library Internet access and use policy may have their Internet privileges suspended.

Repeated violations will result in withdrawal of computer privileges.

Patrons using the Library's Internet workstations for illegal purposes, will be subject to prosecution under the law.

Vandalism or theft of library property is illegal and will be reported to the police

## Internet Access and Computer Use Policy

Kanhiote - Tyendinaga Territory  
Public Library



**KANHIOTE**

A cultural and educational  
resource centre

1658 York Road  
R.R.#1

Tyendinaga, Ontario  
K0K 1X0

## PROCEDURES & RULES

Users **must report** to staff to access computers and must present their library card.

Users are asked to wait at circulation desk prior to use.

Staff will give the Patron a computer card and be assigned a computer

**Note:** Staff may ask you to leave your library card on the circulation desk to sign you in when they are available to give you your computer card

Computer usage time may be limited to thirty minute sessions during busy periods.

At the end of each session, users must exit the Internet by clicking on the 'X' in the upper right hand corner of the screen

Users must report to staff when finished with the computer and return computer usage card

### **PRINTING**

Where permitted by copyright, users may print their information at the posted rate

Printing charges apply to all pages printed

## LIBRARY RESPONSIBILITIES

The Library and its staff will:

Use reasonable efforts to ensure compliance with Internet access and use policy and procedures.

Make users aware of the Internet access and use policy through signs and pamphlets.

Make all workstations available to the public,.

Provide staff assistance to Internet users as time and knowledge permit.

Given the nature of the Internet, the library cannot control the ever-changing content and, as such, assumes no responsibility for any direct or indirect damages arising from the use of its connection to Internet services.

## PARENTS' RESPONSIBILITIES

While recognizing the Internet provides access to resources for different age levels and points of views, the Kanhiote Tyendinaga Territory Public Library does not act in place of a parent. Parents and guardians are reminded that the restriction of a child's use of a Library computer, including Internet access, is their responsibility.

**Permission from parent or guardian is required for children under 18. Parent or guardian must come in person and sign permission card.**

## PATRON RESPONSIBILITIES

All members of the public, may use any of the public workstations.

Patrons must read "Internet Access & Computer Use Brochure"

Patrons must have registered for "Computer and Internet Access" on their library membership card.

Patrons must present their library card prior to using a workstation.

Use the Internet in a responsible way and comply with the "Internet access and Computer use policy"

Be responsible for the selection of sites and question the validity of information since not all Internet sites provide accurate, complete, age appropriate or current information.

Be aware that the workstations are in public areas shared by people of all ages.

Respect the privacy of others using public access workstations.

Rude and disrespectful behavior is not tolerated, you will be asked to leave and may have your privileges suspended .