

# Rules of Conduct for Computer Use

---

All computer users are expected to use electronic and computer resources in a responsible manner. Users will also be expected to comply with the following rules:

- Not making changes to the setup or configuration of any software or hardware.
- Not exceeding time limits established by library departments.
- Not sending, receiving, or displaying text or graphics which may reasonably be construed by library staff as creating a hostile, offensive, or disruptive environment.
- Respecting the privacy of others using public access computer stations by not interfering with their use.
- Loaning and/or borrowing a card for internet access is not allowed.
- Any behavior which is disruptive or which hinders the use of public computer stations by others is prohibited. This includes but is not limited to boisterous behavior, verbal or physical harassment, drunkenness, and congregating in large groups.

Failure to comply with these rules will result in the loss of computer and/or library privileges.

Advance registration, either for a general or specific workstation, will not be accepted in person, through electronic communication, or telephone. The only advance registration exception will be for patrons with adaptive technology needs, and they will have priority use of the adaptive technology workstation. Access to the public internet computers is available without charge to anyone with a LYNX! consortium card. Those residing outside Caldwell city limits who do not wish to purchase a non-resident card may obtain an internet access only card at the circulation desk. A 15-minute workstation is also available for visitor use.

The Caldwell Public Library is not responsible for data that is corrupted or lost while using computer workstations. Patrons use Caldwell Public Library equipment at their own discretion.

## **Wireless Access**

Users are responsible for configuring their own equipment and must comply with the Internet and Computer Use Policy.