

Revised 3/2021

**CHESTER COUNTY LIBRARY POLICY : COMPUTER USE AND INTERNET ACCESS:
USE OF THIS WORK STATION IMPLIES YOU HAVE READ AND ACCEPT THE FOLLOWING. FAILURE TO
FOLLOW THE RULES MAY RESULT IN LOSING USER PRIVILEGES.**

TO USE THIS COMPUTER, YOU MUST CHECK IT OUT AT THE CIRCULATION DESK.

Free Internet access and computer use is available to all Chester County Library patrons except for printer use. WiFi printing is available for use. **EACH** printed page will cost **15 cents** for black and white copies and **25 cents** for color copies. *Single sided printing is considered 1 page while double sided printing is considered 2 pages.* Patrons are responsible for paying for every page that they or their child print- even if you print the incorrect items. **Print jobs are expected to be paid for before being released.**

If a patron has more than \$5.00 in fines or fees, they must pay on the fines or fees to be allowed to check out library materials or use the computers. If the fines or fees are over \$5.00, the patron must pay a minimum of \$1.00 to check out or use the computers until the fine or fee is paid. If the fines are more than \$10.00, computers nor any other materials may be checked out until the fine or fee is paid.

Use is limited to library hours and is on a first-come, first-served basis. Use is limited to one-hour sessions per user if people are waiting. *Any other time restrictions or if computers are unavailable for any reason, the library will make this information available in writing within the library.*

Twenty-five minutes before closing, an announcement will be made that the computers will be shut down in fifteen minutes. This will give computer users plenty of time to close out of what they are in and to print if they desire. Ten minutes before closing, the computers will be shut down.

The Chester County Library provides wireless access without charge. However, patrons who bring in their own laptops will only be able to utilize wi-fi printing and all prints must be paid for.

The library is **NOT** responsible for the content or validity of information found on the Internet. The library recommends that all patrons fact check or use reputable websites and sources for information. Parents are responsible for ensuring material is appropriate for their children. Library patrons **under 17 must have signed permission on file from a parent or legal guardian.**

The library staff will assist patrons in getting access to the Internet, but **cannot** assist in Internet searches or in-depth personal computer training. The library does have recorded videos and resources available for various computer training. Please ask a staff member for more details.

THE COMPUTERS ARE NOT TO BE TURNED OFF AT ANY TIME.

Internet workstations **are not** to be used for:

Anyone who goes into sites that are lewd or pornographic will have their computer session terminated immediately by the library staff.

- Fee-based services
- Install, remove or modify software
- Violate copyright laws or software licensing agreements
- Violate another persons' privacy
- Engage is disruptive, offensive, libelous or slanderous behavior
- Engage in illegal activities