



Computer and Internet Use Policy

As part of the Wauwatosa Public Library's (WPL) mission to provide access to information and encourage lifelong discovery, WPL provides computers connected to the Internet, as well as free wireless Internet access (Wi-Fi) for public use.

Internet Access: The quality, accuracy and timeliness of information on the Internet varies from site to site, and sites may be controversial or of a mature nature. WPL does not monitor, has no control over, and does not accept responsibility for material in any sources on the Internet. Patrons access the Internet at their own discretion and are responsible for the results of their searches.

Responsibilities of Users: WPL requires patrons to respect the rights and sensibilities of other patrons. Some Internet sites are inappropriate for viewing in a public setting. Patrons must refrain from the use of sounds and visuals that may disrupt the ability of other patrons to use the Library and its resources.

Internet Safety: WPL currently restricts access by minors to inappropriate matter with the use of filtering software in the Children's Library. For any lawful purpose that meets WPL guidelines, adults age 18 years and older may elect to disable the filter on a PC for unrestricted Internet access. Parents and guardians are solely responsible for supervising their children's Internet sessions. Library staff cannot monitor parental restrictions.

Copyright: U.S. Copyright law (Title 17, U.S.C.) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by principles of fair use. Patrons may not copy or distribute electronic materials (including electronic mail, text, images, programs or data) without the explicit permission of the copyright holder. Any responsibility for any consequences of copyright infringement lies with patrons; WPL expressly disclaims any liability or responsibility resulting from such use.

Hardware: Patrons are not permitted to store or download any data to WPL's computer network. Patrons tampering with any Library hardware or networked programs will be denied access to Library computers in the future, and also may lose their Library privileges.

Disclaimer: Patrons access the WPL computer hardware or its network at their own risk. The Library is not responsible for equipment malfunction, loss of data, any damages to a patron's data or equipment, or electronic transactions of any type that are related to the public use of Library computer resources.

Illegal and Unacceptable Uses: WPL computers or network may only be used for legal purposes. Examples of unacceptable uses include, but are not limited to, the following:

- Displaying sexually explicit or pornographic materials;
- Harassing others or violating their privacy;
- Libeling, slandering or maliciously offending others;
- Violating copyright laws or program licensing agreements;
- Attempting to crash, degrade performance or gain unauthorized access to any computer systems and networks;
- Damaging equipment, software or data belonging to WPL.

Computer Use Procedures

- Computers in the Children's Library are for use by children ages 13 and younger, and their caregivers;
- Computers in the Adult Library are for use by patrons ages 14 and older;
- Laptops are for use by patrons ages 18 and older;
- Certain computer terminals may be designated for Library programs or specific database use.

Time Limits: To ensure access for all patrons, WPL utilizes software on all computers to manage patron time limits. The standard session time is three hours per day. Library staff reserves the right to limit computer sessions.

Hours of use: WPL computers automatically shut down 20 minutes before the Library closes.

Printing: Patrons are required to pay for any items printed from WPL computers or its network. The Library is not responsible for loss of data that may occur when printing.

Saving Files and Documents: Patrons are not permitted to store or download any data to WPL's computer network. USB drives may be purchased at the Library. The Library is not responsible for loss of data that may occur when saving files.

Compliance: Failure to comply with this policy or with WPL staff directions may result in restriction or termination of some or all of a patron's Library privileges.

*Adopted by the Board of Trustees of the Wauwatosa Public Library on November 20, 2019.
Revised on April 21, 2021.*