



101 2nd Street North, Safety Harbor, Florida 34695

Computer Use and Internet Access Policy

The library provides computer workstations with software programs and Internet access for informational and leisure interests of the general public. Resources found on the Internet do not always provide accurate, complete, or valid information. Computer users must use the Internet at their own risk and take responsibility to question the validity of information found on the Internet.

- Internet access is subject to federal and state laws: (1) Chapter 847 Florida Statute, which prohibits viewing obscenity, text or graphic, and (2) CIPA (Child Internet Protection Act) which requires filtering of obscene images.
- The library utilizes Internet filters to block obscene images. Under CIPA law, customers 17 and older may request disabling of the filter; however, all users are still obligated to abide by the Patron Code of Conduct and Florida Statutes.
- The City and the library are not responsible for the security of personal information that is transmitted via the public access computers.
- Library staff cannot enter personal information into forms for Internet computer users. Staff can provide guidance and direction to appropriate websites as requested.
- Staff can end computer sessions not in compliance with the Patron Code of Conduct.
- Computer workstation behavior is subject to the Patron Code of Conduct. Failure to comply with computer conduct and operational rules may result in the loss of computer privileges. Inappropriate computer behavior includes the following:
 1. Displaying, printing, sending or storing obscene, threatening, or harassing material.
 2. Installing, downloading, or modifying computer software.
 3. Damaging, altering, or modifying computer equipment, or networks, or security environment.
 4. Violating copyright or trademark laws, software licensing agreements or intellectual property rights.
 5. Rebooting or shutting down the computers.

Privacy: Computer users and staff will respect the privacy of others.

Child Safety: Children aged 10 and under must use the computers in the Children's Wing and be accompanied by a parent or designated guardian. Parents or designated guardians are responsible for overseeing their children's Internet use. Children aged 11-13 may use the computers in the open area of the Teen Section. Teens aged 14-18 are able to use the computers inside the Teen Room and in the Adult computer area. All ages must comply with the Patron Code of Conduct.

Computer Reservations: If all computers are in use in the Adult area, reservations can be made at the Reservation/Print Release terminal. If all computers are in use in the Children's Wing or the Teen area, contact the Youth Services Desk to make a reservation.

Session length: Computer sessions are one hour. If no reservations are pending, sessions can be extended for 30-minute intervals. Maximum computer use per day is three hours. Reservations must be made in person and cannot be made in advance. Computer users taking online exams or completing forms requiring more than a one hour session may request longer session times during non-peak times.

A valid Pinellas County Cooperative Library Card is required to use a library computer.

- Visitors may obtain a Computer Use Only card with a valid ID at the circulation desk or use the 15-minute express computer. Visitors must agree to and comply with the Computer Use and Internet Access Policy.
- Pinellas County residents without a PPLC library card are required to fill out the application to obtain a library card.
- Computer users must only use their own issued personal library card. Use of multiple library cards, other than their own, for the purpose of extending computer time is forbidden and will result in the loss of library privileges.
- Computer users taking online exams or completing forms requiring more than a one hour session may request longer session times during non-peak times. Please contact the Reference Desk prior to logging onto a computer.

Printing: Printing from the computer is \$.15 per sheet for black and white copies and \$.50 per sheet for color. Staff cannot refund money for print jobs that are not properly formatted or not wanted. Print preview is recommended prior to printing. Do not make unauthorized copies of information protected by copyright. Unauthorized copying or distribution of copyrighted materials without the permission of the copyright holder is prohibited by 17 U.S. Code, Section 107. Legal Responsibility for unauthorized copying lies with the computer user.