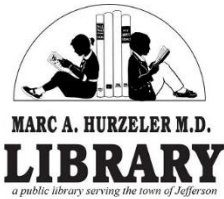


## Marc A. Hurzeler M.D. Library Computer/Internet Policy



### A. Introduction

The Marc A. Hurzeler M.D. Library provides computing resources which allow public access to a variety of networked electronic resources, including the Internet. Access to the Internet is available via several laptops and a desktop computer in the library and through a wireless network that can be accessed with a personal laptop computer. The following Operating Guidelines have been established to make your use of library internet services and electronic communications positive and secure.

By using our facility to access the internet you are agreeing to adhere to our policies. This policy is posted and printed copy can be made available at your request.

### B. Use of Service

1. The Internet is a global network of interconnected computers with no central authority overseeing its contents. Therefore, the Marc A. Hurzeler M.D. Library is not responsible for the content, reliability, accuracy and timeliness of information found on the Internet.
2. We ask that you limit your laptop/computer time to 45 minutes when others are waiting. If there is no one waiting, time may be extended with the understanding that the user may be asked to relinquish the additional time if another user is waiting.
3. The library expects that the service will be used for legitimate communication, educational, and informational needs. These are public access computers and visible to the public and children. Computers should not be used to access inappropriate material or offensive material.
4. Users may not download to the computer hard drive. You may download to flash drive.
5. Users may print from the computers or wireless network at a cost of \$.20 per page. Students who need printouts for school assignments may have some printing costs waived at the discretion of the library staff.
6. A patron may reserve a block of time, 45 minutes, by calling the library in advance. If the patron is more than 10 minutes late arriving to use their reserved time, he/she may forfeit their reservation. Unreserved time will be used on a first come, first serve basis.
7. It is prohibited to use the Internet workstations for hacking or spreading viruses and or any other unlawful purpose that interferes with the use of this service.
8. The Marc A. Hurzeler M.D. Library reserves the right to suspend or terminate your access to the Internet without prior notice at any time for any reason. Destruction or damage to equipment, software, or data belonging to the library will be dealt with in an appropriate manner.

## Marc A. Hurzeler M.D. Library Wireless Internet Policy



### General

The Library provides an Internet access point for users with personal wireless devices such as laptops, phones and tablets. The access point will allow users access to the Internet from their personal device while located within range of the access point.

Reception and connection speed is strong, but may vary according to the number of wireless devices in use at any one time.

Library staff will provide general information on the settings necessary to access the Internet via our wireless connection. If a user has problems accessing the Internet over this connection, staff will only verify that the Library's connection is operating normally. Staff will not be expected to perform troubleshooting on the patron's own wireless device.

The library cannot guarantee a secure connection to the Internet in a wireless environment, and patrons are advised to use the latest anti-virus protection, spyware and other standard protection software to prevent unauthorized access to their own wireless devices while they are in use. Wireless users may be at risk when transmitting their credit card information, passwords and any other sensitive personal information while using a wireless device in the library. Library is not responsible for your decision of what you do and do not transmit while connected to the library's wireless network.

The Library's Internet Use Policy governs the use of the Internet over our wireless access points in all areas within range of the connection, both inside and outside the building.