

Policy
Bernardsville Public Library
Computer Use and Internet Access Policy

Adopted August 13, 2002

Revised January 1, 2009

Revised June 16, 2009

Bernardsville Public Library's primary mission is to provide access to information in print and non-print formats to the community that it serves. The Library seeks to provide all library users with the best and most current information resources available. This goal is accomplished, in part, by offering children and adults free access to the Internet as well as other educational electronic resources. Bernardsville Public Library supports and endorses the New Jersey Library Association's Internet Access Policy.

Library patrons access and use the Internet and World Wide Web at their own risk. The Library does not monitor and has no control over the information found through the Internet and is not responsible for its content, timeliness, or accuracy.

The Internet terminals in the Children's Area are filtered. However, parents should be aware that filters are not completely reliable and therefore should be monitoring their children's use of the workstations.

Use of the Internet workstations will be on a first-come, first served basis. Users are expected to limit themselves to one (1) hour sessions if others are waiting.

Normally, the Library staff will not monitor or supervise Internet access, other than for length of use. However, if Internet searching results in disruption of library services, or if patron behavior when using the Internet resources becomes inappropriate for a library setting, the library reserves the right to end the session.

The Library staff will assist patrons in connecting to the Internet and provide a brief explanation of how to search the Web, but cannot provide individual training concerning the Internet. Instructional aids and informational materials are available for use at the Internet workstations. There will be periodic Internet training sessions held for more in-depth training.

It is expected that Internet users will abide by all copyright laws when downloading copyrighted material.

The Library has installed virus-checking software on its Internet workstations. However, this cannot completely protect users from the computer viruses in the information they may download. The Library is not responsible for any loss, damage, or liability that may occur from use of the Library's computers. It is recommended that patrons purchase storage devices from the Library.

Printing is permitted at the cost of 15 cents per page black & white printing; 25 cents per page color printing, with the following restrictions:

1. Patrons shall not print more than 20 pages. Documents longer than 20 pages may be downloaded to a disk (disks are sold at the circulation desk) and printed at private or commercial locations.
2. Multiple copies of documents must be photocopied. Patrons shall not print more than one copy of a complete document at computer printers.
3. Printer troubleshooting is the responsibility of Library staff. Patrons may not adjust printer settings or open printer covers and paper drawers.
4. The use of card stock, resume paper or envelopes, etc. causes printer jams. Patrons may not supply their own paper.

Library privileges may be suspended for violation of any of the above.

Thank you for your cooperation.