Rosemary Garfoot Public Library
Public Access Computers Use Policy

Purpose: In order to promote computer literacy throughout the community, the following rules regarding use of the computers have been developed.

1. EQUIPMENT AVAILABLE FOR USE: The library has for recreational and   educational use: seven non-LINK Dell computers for Internet use word processing and spreadsheets. Computers use a shared Hewlett Packard inkjet printer.

2. HOURS/SCHEDULING: computers will be available during open library hours. Patrons may sign-up for use using the Library On-Line software.

    Up to three computers may be reserved in advance by the public for training sessions or group instruction.

    See comprehensive Internet Policy

3. SOFTWARE/COPYING: All software except public domain software is copyrighted or under special licensing agreements and may not be copied.

4. SUPPLIES/COST: There is no charge for use of any hardware or software. The first 10 sheets of paper used per day are free. Daily paper use exceeding 10 sheets will cost .10 per sheet. Users may purchase floppy discs for $1 to store personal data.

5. SECURITY: Users assume responsibility for hardware and software during their scheduled time. The Rosemary Garfoot Public Library will not be responsible for injuries or damages to possessions of individuals or groups resulting from the use of the microcomputer equipment.

6. USER REQUIREMENTS: Users must have a current library card. Computer   time is scheduled for one person at one time. NO MORE THAN TWO PEOPLE MAY BE AT THE COMPUTER AT ANY TIME. Any person found abusing privileges or general library rules for behavior will relinquish his/her computer time.

7. ASSISTANCE: Library staff is available to provide assistance to users, but cannot be expected to provide instruction unless user requests and schedules a one-on-one basic Internet or Word session.

8.   Patrons are not allowed to install their software products.

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