

## Computer Usage

The purpose of the Dundee Library is to support lifelong learning and access to information, knowledge and ideas in a variety of formats. To this end, the Dundee Library offers computers and information resources through the Internet. Library staff will provide on-site instruction and basic trouble-shooting tips. Library staff is not available for in-depth computer/internet instruction.

### A: Conditions for computer use

1. Access to the computer is by walk-in.
2. Sign in at the circulation desk each time you wish to use the computer.
3. Patrons will not add, delete, modify or move the hardware or installed software.
4. Children under the age of ten (10) are not allowed to use the computer without the supervision of an adult (17 years of age or older) who is validated to use the library computer.
5. Two validated users may use the computer together upon the approval of the staff.
6. Computer time may be limited if other patrons are waiting to use a computer.
7. Patrons are not to utilize the computers for commercial purposes of selling goods or services.
8. The visual, verbal or written use of the computer to transmit harassing materials is prohibited.
9. No food or liquids are allowed at the computer stations.
10. Patrons will respect the privacy of other patrons using the computer.
11. Observe all copyright and trademark laws.
12. All use of Dundee Library computers must be in compliance with federal, state, and local laws, including federal and state obscenity laws.
13. The Library's Code of Conduct applies to computer and internet use.

### B. Disclaimer

1. The library does not guarantee the computer system to be error free or without defect.
2. The library is not responsible for: (a) the actions of patrons, (b) the accuracy or quality of information access through the computer, (c) any damage or loss of data, or interruption of service patrons may suffer while using the computer.

### C. Patron Responsibilities

1. The patron is responsible for any consequential damages arising from his/her use of the computer or the library's software
2. A patron is instructed to contact a staff person if he/she is unsure of something. If something is broken, the patron does not try to fix it. Report the problem to a staff person.