Berkeley Public Library
Technology Policy

Libraries make it possible for citizens to obtain access to the information needed to make informed decisions. As a member of the Illinois Library and Information Network (ILLINET), the Berkeley Public Library is committed to networking by maximizing the use of resources available in all types of libraries. Every library user benefits from expanded access to information beyond the four walls of a brick and mortar building. Free Internet access is one of many services that the Berkeley Public Library offers to Berkeley residents seeking information.

Berkeley Public Library cannot control the information content available through global resources from outside sources via the Internet. Library users must be aware that the Berkeley Public Library does not exercise control over information obtained via the Internet and must keep in mind the following points when evaluating information obtained via the Internet:

- Information obtained via the Internet may or may not be reliable, accurate, or current.
- Links to information on the Internet may not always be valid, and particular information sites on the Internet may sometimes be unavailable and this unavailability often occurs unpredictably.
- Certain information obtained via the Internet may be considered controversial by some library patrons.
- The Library does not censor patrons' access to materials or protect patrons from information they may find offensive.

The Berkeley Public Library urges library users to be informed consumers and carefully evaluate information obtained via the Internet. Library staff may be able to provide assistance on selecting reliable resources, additional viewpoints, or more timely information, but cannot provide definitive analysis of particular sources.

Berkeley Public Library is not responsible for damages, indirect or direct, arising from a library patron's use of Internet resources.

Library Patrons' Rights

Library patrons have certain rights with respect to the use of electronic information networks such as the Internet:

- Library patrons have the right to confidentiality and privacy in the use of electronic information networks to the extent possible, given certain constraints such as proximity of other patrons and staff in public access settings. Users should be advised that because security is technically difficult to achieve on the Internet and computers are located in public areas, electronic transmissions of files and information, and viewing screens could become public.
- Library patrons have the right to equitable access to electronic information networks.
- Library patrons have the right to access and read all library service policies and discuss questions with appropriate library staff.

Patron Use and Instruction

Berkeley Public Library staff will provide assistance to patrons in the use of electronic information networks and can offer searching suggestions as time permits. However, Library staff cannot provide in-depth training on Internet use or any of the various software applications outside of special situations such as technology-focused programming.

Use of Equipment and Networks

The Berkeley Public Library allows use of computers by patrons 18 and over and children with documented guardian permission.

The Berkeley Public Library is happy to offer technology solutions to the public, including computer use, WIFI service, and informational databases. In addition, printing, scanning, and transmission of documents through fax or email is available for a nominal fee.

The Berkeley Public Library requires that library patrons using electronic information networks such as the Internet do so within the guidelines of acceptable use. The following activities are unacceptable:

- Use of electronic information networks for any purpose which results in the harassment of other users.
- Destruction of, damage to, or unauthorized alteration of the library's computer equipment, software, or network security procedures.
- Use of electronic information networks in any way which violates Federal or State law.
- Use of electronic information networks in any way which violates licensing and payment agreements between the Berkeley Public Library and network/database providers/vendors.
- Unauthorized duplication of copyright protected software or violation of software license agreements.
- Violation of any internal or external system security or similar controls.
- Behaving in a manner that is disruptive to other users, including, but not limited to, overuse of computer equipment which serves to deny access to other users and use of audio without headphones.
- Transmitting threatening or obscene materials or interfering with or disrupting network users, services or equipment.
- Users may not represent themselves as another person.
- Altering Berkeley Public Library hardware or software including installing or deleting computer programs or applications without permission.
- Using technology to broadcast video of the library or other patrons, or similar violation of the privacy of library patrons and staff.

Children's Access to Electronic Information Networks

The Berkeley Public Library supports the right of all library users to access information and will not deny access solely by age.

The Berkeley Public Library recognizes that electronic information networks such as the Internet may contain information that is inappropriate for children. Parents are expected to monitor and supervise their children's use of the Internet. Library staff does not monitor children's use of library materials or Internet resources. Parents are encouraged to discuss safety issues and appropriate use of electronic information with their children.

Breach of Policy

Violation of any aspect of this policy can result in the loss of technology use and/or general library privileges.