

NEWELL PUBLIC LIBRARY COMPUTER AND INTERNET GUIDELINES

A computer may be used by the public with the following guidelines:

1. The user will need a current library card. Librarians will decide when there are exceptions.
2. Children who are age 8 and under must be accompanied in the library by an adult/supervising person.
3. The user must have knowledge of how to use a computer. The librarians are not available to teach the use of the computer.
4. It is up to the discretion of the librarian to set time limits of computer usage each day. Computer use is on a first-come, first served basis.
5. Only two people at a time will be allowed on the computer.
6. A patron may not use their own software programs on the library's computers. No downloading of files or programs is allowed.
7. If printing is required, the following fees will be charged: 10 cents per page black; 25 cents 2-sided black; 25 cents per single sided color; 50 cents per double sided color; Student homework rates: 5 cents per 1 sided black; 15 cents per 1 sided color. Printing may be done only with the permission from the librarian.
8. Abuse of the computer equipment will result in the loss of computer privileges. The length of suspension is at the discretion of library staff.
9. Misuse of computer and internet privileges, will not be tolerated. Misuse will be defined by the library staff.
10. All of the above rules will be interpreted by library.

The Newell Public Library cannot guarantee confidentiality over the Internet.

It is the policy of the Newell Public Library to comply fully with the United States copyright law and other federal and state laws relating to use of the Internet.