

Electronic Resource Access Policy

Electronic Access Mission

"Freedom of expression is an inalienable human right and the foundation for self-government. Freedom of expression encompasses the freedom of speech and the corollary right to receive information. These rights extend to children as well as adults."

"Libraries exist to facilitate these rights by providing access to, identifying, retrieving, organizing, and preserving recorded expression regardless of the formats or technologies in which that expression is recorded."

American Library Association Statement on Electronic Information, Services and Networks

The mission of the Ascension Parish Library is to provide patrons with the best and most current information resources possible, including electronic information resources. Electronic resources currently accessible through the library include the Internet, research databases, online catalogs, and other products available to meet your information needs.

Electronic Resources and Users' Responsibility

These resources contain a wealth of valuable information. However, users should be aware that some information may be inaccurate, outdated, or offensive. Use of these resources carries with it a responsibility to evaluate the quality of the information accessed. Parents, not the library, are responsible for the use of these resources by their children.

Acceptable Uses (Examples)

Library users are encouraged to use the electronic resources for the following purposes:

- Research and educational information
- Unstructured navigation ("surfing") of the Internet to locate sites of interest and to improve usage skills
- Printing from full text databases
- Downloading of public domain software to an external storage device

Prohibited Uses

Library users and staff may not use the electronic resources in the following situations:

- Illegal, unauthorized, unethical, or commercial purposes.
- Manipulation of internal hardware and/or software.
- Transmission or downloading of any material in violation of state or federal laws including the following:
 - Sending, receiving, or displaying text or graphics, which may reasonably be construed as obscene.

- Copying or downloading of any material in violation of copyright law (Downloading of software and files not in the public domain is a violation of copyright law and is expressly prohibited.)

Lawful use of electronic resources is the individual's responsibility.

The library is not responsible for damage to users' storage devices or computers, or for any loss of data, damage or liability that may occur from use of the library's computers or electronic resources.

Electronic resource use is a privilege and should be treated as such by all users of the system. Library staff have the right to determine the appropriateness of electronic resource use and can at any time require a patron to leave the electronic resource. Prohibited uses will result in loss of electronic resource privileges. In accordance with the library's general policy, appeals of such loss should be addressed in writing to the library director. Perpetrators of malicious damage to the system will be prosecuted to the full extent of the law.

Limitations

Age Because of high costs and the delicate nature of complex and mechanical equipment, children under the age of fourteen years will be required to have a parent or adult guardian present when using the electronic resource.

Time Because of the limited number of electronic resources, time limits may be imposed when demand is high. The limit during peak periods will be sixty (60) minutes.

Costs

There is no charge for use of the electronic resource and to access the information therein. However, patrons shall assume printing costs at the rate of ten (10) cents a page for black and white copies, and forty (40) cents a page for color copies. Because of the possibility of virus contamination, all external storage devices must be scanned by library staff for viruses prior to use. CD's for downloading may also be purchased from the library at a cost of \$1.00 each and disks may be purchased for \$.50 each.

General Information

Patrons are required to sign up before using computers. Library users are required to have a valid adult library card. Juveniles must be accompanied by a parent or adult guardian (18 years old) with a valid library card. Visitors will be required to present some form of legal identification (i.e.: driver's license, passport, social security) in order to use the computers.

As a result of the Children's Internet Protection Act, Ascension Parish Library has filtering software on all computers in the library system. It is important to note that it is technically impossible to prevent access to all objectionable resources. Filtering software also occasionally blocks acceptable sites; therefore requests for unblocking sites should be made to the Systems Librarian. Library rules and regulations apply at all times.

Notice Concerning Copyright Restrictions

The Copyright Law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted material.

Under certain conditions specified by law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the photocopy or reproduction is not to be “used for any purpose other than private study, scholarship or research.” If a user makes a request for, or later uses a photocopy or reproduction for purposes in excess of “fair use,” that user may be liable for copyright infringement.

This library reserves the right to refuse to accept a copying order if, in its judgment, fulfilling the order would involve violation of copyright law.

Downloading of software or files not in the public domain is a violation of copyright law and expressly prohibited.

Adopted by the Board, November 5, 1997