TORRANCE PUBLIC LIBRARY ACCEPTABLE USE POLICY

Reviewed by the Torrance Public Library Commission on 11/10/03; revised 4/9/0, revised 7/14/14

The Torrance Public Library provides outstanding services, exceptional resources, and accessible spaces to support an independent, literate, and informed public. Provision of electronic resources, and access to the Internet, with as few restrictions as possible, is a key element of fulfilling the Library's Mission.

Introduction to Electronic Resources

The Torrance Public Library computer system integrates the Library catalog, proprietary electronic databases, selected Internet resources, and access to the open Internet into the framework for providing service to the public. This is crucial as rapid changes in technology, a proliferation of individual devices, and the movement of vital information resources online have fundamentally shifted the information landscape in the last 20 years.

Access may be provided via the City's Local Area Network, using public computers at Torrance Library facilities. Access may also be provided via wireless Internet services at Torrance Library facilities, with users being responsible for their own personal electronic devices. Access may also be provided with mobile hot spots at selected places and events, and access to online resources via the Library's mobile app, social media presences, or web pages.

Network access may be unavailable or unreliable due to heavy use or downtime. The information network offered to library users is not secure, and browsing history or personal information may be compromised. Staff will provide assistance to Internet users to the extent time and patron demands allow.

Information Access and Content

The Library does not monitor and has no control over the information accessed through the Internet and cannot be held responsible for its content. The Torrance Public Library upholds and affirms the right of each individual to have access to constitutionally protected materials, from a variety of perspectives, as described in the American Library Association's "Library Bill of Rights" and "Access to Digital Information, Services, and Networks." The Internet and its available resources may contain material of a controversial nature.

The Library affirms the right and responsibility of parents to determine and monitor their children's use of any library materials and resources. Parents and children are encouraged to discuss online rules and safety with their children.

Users need to be good information consumers, questioning the validity of the information accessed. Library staff cannot control the availability or content of web pages, which often change rapidly and unpredictably. Not all sources on the Internet provide accurate, complete, or current information. Therefore, the Torrance Public Library specifically disclaims any warranty as to the information's accuracy, authoritativeness, timeliness, usefulness, or fitness for a particular purpose. The Torrance Public Library shall have no liability for any direct, indirect, or consequential damages related to the use of information obtained from the Internet or any other electronic resource.

Torrance Public Library upholds the right of confidentiality and privacy for all library users. In order to protect the privacy of the user and the interests of other library patrons, the Library may manage access to the Internet by the use of privacy screens on Internet stations. Users are urged to respect the sensibilities of others when accessing information that may reasonably be offensive to someone else. However, absolute privacy for patrons using electronic resources in the Library cannot be guaranteed. There exists a possibility of inadvertent viewing by other patrons.

Materials obtained or copied on the Internet or the Library's computer network may be subject to copyright laws. Materials protected by copyright may not be reproduced or distributed without the permission of the copyright owner, with certain limited "fair use" exceptions. Violation of the copyright law may subject network users to a legal action for damages and/or an injunction. Responsibility for compliance with copyright laws and all consequences of copyright infringement lie with the user. The Library disclaims any liability or responsibility related to copyrights resulting from patron use of Internet and/or electronic resources.

Guidelines for Use

During Library open hours, public access terminals are available to users to access the Internet and Library electronic resources. License agreements may limit the availability of certain Library electronic resources.

Time limits on public access terminals are imposed to allow equitable access for all users.

To access Internet computers, library patrons must have a valid Torrance Public Library card. Library patrons must log on using their own Torrance Public Library card number and their PIN number, or a valid guest pass issued by Library staff. Using a card other than their own will result in termination of the patron's session.

The Torrance Public Library and the City of Torrance does not guarantee the confidentiality of any personal information used during an Internet search or transaction. This is the responsibility of the user. When providing personal information to access any personal information such as passwords, patrons are strongly advised to log out of personal resources such as email or social media, and to clear such personal information before leaving the library terminal.

Under no circumstances may patrons use their personal software on the library's workstations or network. Illegal activities or any other activities intended to interfere with or disrupt network users, services, or equipment are prohibited and may result in loss of Internet privileges. Failure to observe the Acceptable Use Policy or the Library Standards of Behavior may result in loss of library privileges.

When using the wireless Internet access and Library app, use and configuration of personal devices is the responsibility of the user. The City is not responsible for any viruses or damage to personal electronic devices.

All users agree to follow this Acceptable Use Policy, and the Library Standards of Behavior when on Library premises.

The Library reserves the right to change, modify, and add to this use policy as necessary.