

PARIS PUBLIC LIBRARY

COMPUTER USE RULES

Using a Computer at the Library

You must have a Paris Public Library card that is free of overdue or fines to use a computer workstation. Each person that uses a workstation must have **THEIR OWN** library card.

Non-resident visitors may use a computer workstation, but are limited to a one time, 30 minute or less session. If the visitor needs to use the computer workstation more than once, or more than 30 minutes, they may do so with the purchase of a Visitor Computer Use card.

Key chain cards must be removed from the key chain while using the computer.

No more than two people may be at a computer workstation at a time.

Computer users **ARE NOT** allowed to chat or play games.

The computer workstations are available during Library open hours and until 15 minutes before closing.

Children

Children under 18 years of age must have a parent or legal guardian sign a Workstation Agreement to be able to use a computer. Children between the ages of five to 11 may get a library card, but must be twelve or older to sign up for computer use. Children under 12 years of age may use the same computer that a parent is logged into, as long as the parent is supervising the child on that computer.

Time Limits

You may use a computer workstation for one hour per session and use is on a first-come, first-served basis. If no there is no waiting list, time may be extended. There is a three hour total per day time limit.

Printing

25 cents per printed page (black and white), 50 cents per page (color)

Sound

You must have headphones or earbuds to listen to sound. The library does not provide headphones. You can bring your own or the library has earbuds for sale.

Downloading

Files **MAY NOT** be saved to the computer. Patrons can use personal USB storage devices to save files. The library does have flash drives for sale.

Personal software programs, or downloaded software, **MAY NOT** be installed on a computer workstation.

Failure to use a computer workstation appropriately and responsibly, as defined in the Computer Workstation Rules, will result in revocation of computer privileges and/or Library use privileges.

Approved February 7, 2001 by Library Advisory Board
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