



## HALTON LIBRARIES COMPUTER & INTERNET USER AGREEMENT

### You can:

- Access the Internet for FREE, but you are solely responsible for all activities carried out on the internet, including financial transactions.
- Save your work your own external media, but Halton Libraries cannot be held responsible for loss of data from your media.
- Print your work for a small fee. Please ask staff for current charges.
- Send e-mail messages, but Halton Libraries cannot guarantee receipt of messages.
- Extend your existing session once, providing availability.

### Staff can:

- Give assistance, extending to logging on to the computers, starting software, solving minor technical difficulties, giving advice on the best websites to meet your needs.
- Extend session time provided availability, after you have extended your own session. To ensure safe and fair use, the maximum daily session time per user per day is 3 hours.
- Monitor live usage of public access computers and can post messages to users if unsuitable material is accessed.
- Detect improper use. Websites accessed by all users are logged and monitored by Halton Council. We may pass on this information to law enforcement authorities in the case of criminal investigations.

### You must not:

- Create, transmit or read any material or images that are illegal or may be deemed offensive, obscene, indecent or defamatory.
- Download material that infringes copyright laws or licensing regulation.
- Attempt to propagate any virus or software with malicious intent. Downloading software is restricted to prevent this. Take care when opening unsolicited emails.
- Access pornographic images. Filtering software prevents this, however its effectiveness cannot always be guaranteed and users are encouraged to recommend banning unsuitable sites.
- Access computers outside of our computer management system or logon to computers using another user's library card/account.

**If you do any of the above, you may be asked to leave and refused future access.**