



## BERMUDA NATIONAL LIBRARY INTERNET POLICY

***SIGNING ON THE INTERNET ACKNOWLEDGES AGREEMENT WITH THE  
INTERNET POLICY BELOW.  
THE LIBRARY RESERVES THE RIGHT TO RESTRICT INTERNET USE IF THE  
RULES ARE VIOLATED.***

The Bermuda National Library offers access to electronic resources, including those on the Internet. Access is a privilege, not a right, and requires responsibility on the part of the user.

The Internet offers unlimited global access to all types of information. Not all sources are accurate, complete, current, legal, or philosophically acceptable to all people. Some information may be offensive, controversial, illegal, erroneous, etc. It is the responsibility of the user to select or reject online information based on good judgment and discretion.

The Bermuda National Library cannot fully monitor or control the content of the materials on the Internet, which changes rapidly and unpredictably. Parents and guardians of minor children must assume responsibility of their children's use of the Internet just as they must with printed materials or visual materials.

- Customers must show valid photo identification at sign up time.
- The time on the clocks nearest the respective sign up sheets is used as the official sign up time. Customers will be allowed 5 minutes grace only, after that time the session will be forfeited.
- The Internet is automatically timed by the clock at the top of the screen. When the session is finished, it will shut off immediately. Please watch this timer if you wish to print or log off websites. Additional time will not be granted.
- Internet use is limited to one session, a maximum of 30 minutes per day.
- Sign up is limited to the next available time slot and may not be reserved in advance. The last sign up is one half hour before closing.
- Each Internet station has a printing option; the cost is 25 cents per page. Customers must pay for all print outs that they generate, copies cannot be held for payment later. No exceptions will be made, even if one supplies paper. The library does not accept debit or credit cards.
- Audio communication devices cannot be used in the library, customers are asked to be especially cognizant of this rule at the Internet terminals.

### Acceptable Use

All electronic traffic originating from the Library will be in accordance with acceptable use standards. Failure to abide by these standards may result in the loss of Internet, computer, or other privileges.

- Respect for the privacy of others.
- Compliance with copyright law and licensing for individual data and programs.
- Consideration for the security and functioning of computers, computer networks and systems.

### Unacceptable Use

Computing resources may only be used for legal purposes by the public and staff in accordance with the ethical standards of The Bermuda National Library. Examples of unacceptable use include, but are not limited to the following:

- Uses for any purposes that violate applicable local laws including copyright laws.
- Interfering with or disrupting other computer users, services, or equipment.
- Attempting to gain or gaining unauthorized entry to other computing, information, or communications sources or devices (hacking).



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- Malicious, threatening, harassing, or obscene behaviour or language.
- Obscene behaviour including public display of obscene materials on computer screens or in hard copy.
- Misrepresentation of oneself or the Library.
- Activities that could cause congestion and disruption of networks and systems.
- Unsolicited advertising.
- To access, upload, download, transmit or distribute pornographic, obscene, or sexually explicit language or material.

### Cautions

- Parents are cautioned to monitor their minor children's use of the Internet.
- Minor children between 14 and 17 years old must be registered Library members. When using the Internet at the Adult Library, a parent must accompany a minor child under 14 years of age.
- Users are cautioned to guard closely the security of personal information, credit card numbers, computer accounts, passwords, and other types of authorizations when using the Internet.
- Users are cautioned to take steps to protect their systems from computer viruses and other destructive computer programs when downloading programs to disk for use on other computers.
- Electronic files should not be considered confidential. When required by law, the Library must disclose all files to the extent required by law.
- The Library is not liable for any direct or indirect and/or punitive damages (including lost data or information) sustained or incurred in connection with the use or unavailability of the system.
- Use of the Internet stations is on a first-come, first-served basis. Time limits are set so all users seeking access will have an opportunity to do so.

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Due to security for virus threats, some websites will be restricted.

Leaving the computer without advising staff indicates termination of the session.

To protect personal information, customers should click the red X at the top of the screen to end sessions that have not timed out.

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*Staff will assist with simple Internet questions but do not give independent training. The library does not endorse or evaluate Internet content; and is not responsible for personal problems/issues ensued on our computers.*