## **Shetland Library and Library Learning Centre**

## **COMPUTING and WI-FI – Acceptable Use Advice for Customers**

The Shetland Library provides computer equipment and networking facilities to library members and the general public with few restrictions. The service is free to use, other than for printouts and for portable storage media which can be purchased from the Library.

Users of library equipment are required to follow some straightforward registration and logging on procedures. All users are required to maintain reasonable standards of conduct and behaviour. Breaches of library procedures or standards are monitored and recorded. In some cases the library may restrict or withdraw access to services.

Please use our services responsibly and respect the needs of other users.

The equipment, network, and facilities may not be used for any of the following:

- 1. to access obscene or indecent material, or material that is likely to cause significant offence to others;
- the creation or transmission of any offensive, obscene or indecent images, data or other material, or any data capable of being resolved into obscene or indecent images or material;
- 3. the creation or transmission of material which is designed to or likely to cause annoyance, inconvenience or unnecessary anxiety;
- 4. the creation or transmission of defamatory material;
- 5. the transmission of material such that this infringes the copyright of another person;
- 6. deliberate unauthorised access to systems or services accessible via library computing facilities;
- 7. deliberate activities with any of the following characteristics:
  - wasting either staff time, effort, or networked resources, including the effort of support staff involved in maintaining library equipment and the network;
  - corrupting or destroying other users' data, violating the privacy of other users, or disrupting the activity of other users;
  - using the library computing facilities in a way that denies service to other users (for example, deliberate or reckless overloading of systems and services);
  - continuing to use software or hardware after library staff have requested that use cease, because it is causing disruption to the service;
  - other misuse of the library computing facilities or networked resources, such as the introduction of "viruses" or recording of data transmissions;
  - downloading, copying or using unlicensed software and/or copyrighted material.

Please be aware that Shetland Library cannot be held responsibility for the accuracy of information accessed through the library computing facilities or the network.

Shetland Library cannot be held responsible for material accessed through the library computing facilities or the network, even though some material may cause offence.

While security measures and safety procedures are integral to the provision of the library public computer service, Shetland Library cannot be held responsible for the security and integrity of user data and/or user accounts accessed from the library.