

**Sligo Library Service is a part of its parent body Sligo County Council. Henceforth when the term *Sligo Libraries* is used in the regulations stipulated below it also refers to Sligo County Council.**

1. Users must be aware that the World Wide Web is an unregulated information network, enabling access to ideas, information and images.
2. All users are required to comply with Sligo Libraries Internet usage and booking regulations. Users may pre-book one session per week. Users can also use the service on a daily basis if no other customers have pre-booked at the time in question.
3. Sligo Libraries reserves the right to terminate an Internet session at any time. In the interests of public availability, Sligo Libraries Internet session is defined as 55minutes in duration. During 'Open Libraries' mode please offer your PC to a waiting customer if you have used yours for over 55 minutes duration. This is a community based service.
4. Sligo Libraries accepts no responsibility for damage, loss, costs or expenses arising either directly or indirectly from use of our Internet-based computer services.
5. Users may register with any free Web-based e-mail address services. Users must, however, neither send nor receive inappropriate mail. Sligo Libraries cannot accept responsibility for any communication received or sent by personal e-mail.
6. Parents/guardians are obliged to take responsibility for their children's use of the Web. Children under 18 years of age must have a consent form signed by a parent/guardian. Children under 13 years of age must be accompanied by a parent at all times whilst using the Web.
7. Only one user is allowed at one PC per session, sharing of PC's is not permitted.
8. Users must have their Library card in order to use Internet facilities. **No Sligo Library Card – No Internet.** During Staffed Hours your card must be shown at the desk, during 'Open Libraries' unstaffed hours your card is required to gain access to the library. All PC users must sign into the Internet log book located at the Staff Desk.
9. All public PC's will be scanned at intervals, for inappropriate material & images, e.g., pornography. Special software on all public workstations in the Library will monitor any viewing or downloading of inappropriate images or sites. Sligo Libraries will report the viewing of any illegal images on Library Internet facilities to the Gardai. Extra restrictions govern children's Internet facilities in the Library.
10. Deep Freeze software is in operation on all public PC's which deletes any publicly saved information at close of business that may have been saved onto the desktop during opening hours. Please ensure if you have saved any personal information on the PC Hard-drive; that you delete it at the end of your session.
11. Printing facilities are available however there is a charge for this service. Please ask Staff for procedure and pricing structure before printing.
12. Users may not create, access, copy, store, transmit, download or publish any material which;
  - Is obscene, racist, defamatory or illegal.
  - May cause harassment or offence to others.
  - Constitutes a breach of copyright laws or licensing agreements.Users also may not;
  - Use the Library's workstations to gain unauthorised access to the Library's networks or computer systems or to any other network or Computer system.
  - Obstruct the work of others by consuming large amounts of system resources or by deliberately crashing any library computer system
  - Make any attempt to damage computer equipment or software.
  - Make any attempt to alter software configurations in a malicious manner.
  - Make any attempt to cause degradation of system performance.
  - Use any library workstation for illegal or criminal purpose.
13. Users who wish to appeal decisions relating to the above policy and procedures should do so in writing to the County Librarian.

**Contact your local library for information on times of availability.**