

**SUBJECT: Public Use of the Internet**

To fulfill its mission of providing public access to information of all types in a wide range of formats, the San Antonio Public Library provides public access to the Internet. The Internet is a global network comprised of information, multimedia resources and social networks representing a variety of viewpoints and perspectives.

**A. Open Access**

1. The Library provides access to Internet resources equally to all library customers, and upholds and affirms the right of each individual to have access to constitutionally protected material in accordance with the American Library Association's *Library Bill of Rights* and its interpretations. Therefore, the San Antonio Public Library does not employ filtering or blocking software.
2. Customers are prohibited from using the Library's network for illegal activity, to access illegal or obscene materials, or to display material that violates the provisions of section 43.24 of the Texas Penal Code: Sale, Distribution or Display of Harmful Material to Minors.
3. Library staff members are available to assist customers of all ages to become information literate: to access information efficiently and effectively, evaluate information critically and competently, and use information accurately and creatively.
4. It is both the right and responsibility of parents and/or legal guardians to guide their own children's use of library resources in accordance with individual family beliefs.
5. Optional filtered search engines are available on-line and are linked to directly from the Library's webpage.
6. Library Administration reserves the right to establish rules governing Internet use and consequences for misuse that are consistent with this Library Administrative Directive.
7. The Library maintains web sites for use by all customers to help guide them to sources that are accurate, complete and current.
8. However, not all information found on the Internet is accurate, complete, up-to-date, or otherwise acceptable to all individuals. The Library is not responsible for the content of the Internet, changes in content of the sources to which the Library home pages link, or for the content of sources accessed through secondary links.

## **B. Security & Privacy**

1. The San Antonio Public Library will not release information on the use of specific Internet resources by members of the public except as required by law or as necessary for the proper operation of the Library.
2. The Library is not responsible for the privacy practices or security of any web sites accessed by customers.
3. The San Antonio Public Library and the City of San Antonio accept no liability for any loss of privacy or data customers may experience, or any damage or harm arising from such loss.
4. Customers are prohibited from making any attempt to gain unauthorized access to restricted files or networks, or to damage or modify library owned computer equipment or software; and will refrain from downloading or saving items to library owned computers.
5. Customers may download or save items on their own computer or peripheral storage device.

## **C. Public Internet Access with Library Owned Equipment**

1. Library Administration reserves the right to set the number of Internet session(s) a customer may have per day with Library owned equipment.
2. Library Administration reserves the right to set a time limit for customers' library Internet session with Library owned equipment.
3. Library staff may designate use of computer equipment purchased with grant funds, according to the terms or intent of the grant agreement.

## **D. Public Wireless Internet Access**

1. The San Antonio Public Library provides access to the Internet via a wireless network (WiFi) for customers to use with their own personal notebooks, laptops and other mobile devices.
  - a. WiFi access provided by the Library is unsecured. Anti-virus, security, and privacy protection are the responsibility of the customer.
  - b. Customers using Library provided WiFi must comply with this Library Administrative Directive 40.6 and any additional rules published in conjunction with this L.A.D.
  - c. Customers are responsible for having the proper hardware, software and network settings on their wireless device to connect to the Library provided WiFi. Library staff are not to provide technical assistance related to customers' wireless

devices or assist in making changes to personal devices' network settings, software and/or hardware configuration, or to install any equipment, accessories or software onto customers' devices.

- d. Printing is not available via the Library's WiFi service.
- e. The Library is not responsible for any theft, damage or misuse of customers' personal notebooks, laptops and other mobile devices while in use in the Library.

## **E. Compliance**

1. Failure to comply with this Library Administrative Directive, or misuse of the Library's networks or computers, including customers' personal laptops and other mobile devices connected to San Antonio Public Library's WiFi, may result in the loss of computer access privileges, potential loss of library privileges, and possible prosecution.
2. Any attempts to gain unauthorized access to restricted files or networks, to damage or modify Library owned computer equipment or software, or to intentionally download or save items to Library owned computers will result in the loss of computer access privileges, potential loss of Library privileges, and possible prosecution.

Approved: Library Board of Trustees  
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