## PLEASE READ BEFORE LOGGING ON!

UNACCEPTABLE USE WILL RESULT IN SUSPENSION OF LIBRARY PRIVILEGES.

By logging onto this computer you agree to the terms and conditions of Fraser Coast Libraries Acceptable Computer Use Policy.

The libraries reserve the right to ban, suspend or ask patrons to leave the premises if they are found to have engaged in unacceptable usage.

Unacceptable use includes but is not limited to:

- The display/downloading of Pornographic/excessively violent material
- Illegal, criminal or anti-social internet use
- Public broadcast of explicit language or lyrics
- Modification of library hardware, settings or software
- Intentional license infringement
- Copyright infringement
- · Knowingly exposing networks to viruses



## **COPYRIGHT**

Users of the Internet and public access computers must respect the legal protection provided by copyright and licensing of programs and data. A copyright owner is entitled to take legal action against a user who infringes copyright. Unless otherwise permitted by the *Copyright Act 1968*, unauthorised copying of a work in which copyright subsists (including digital copying) may infringe the copyright in that work. Copyright notices and regulations are available within the libraries.

## TRAINING AND STAFF ASSISTANCE

It is expected users have a basic knowledge of computer and internet processes and staff assistance is limited with a maximum of ten minutes of basic assistance.

Basic computer, tablet, internet, email and other training sessions will be provided from time to time in an organised format via public classes. Users seeking more advanced knowledge of computers should seek out external training providers.

## **PRIVACY AND CONFIDENTIALITY**

The Libraries uphold the right of confidentiality and privacy for all users. Absolute privacy, however, cannot be guaranteed as it is a public space.

Staff reserve the right to refuse assistance to patrons where access to personal and/or private data is involved. Staff are not permitted to assist with financial transactions.

Fraser Coast Regional Council assumes no responsibility for the security or privacy of on-line transactions. Users are to exit any programs accessed before leaving a workstation including email and social media. Failure to logout of personal programs and applications or to delete personal documents and the consequences thereof are the responsibility of the user.