

## **Chambers County Library System Policy on Downloading**

The library system provides reasonable protection on the public access computers from possible viruses and harmful programs. When patrons sign to use the computers, they assume a level of risk for activity, including saving files. The library system cannot be held responsible for the failure of equipment or the loss of patron data.

### **Downloading:**

Materials found on the Web may be protected by copyright. Further reproduction of copyright-protected materials may be an infringement of copyright law, and patrons, not the library, may be liable for any infringement.

Patrons are not allowed to download information or to add programs to the machines. This includes toolbars, games, accepting offers from pop-ups, and deliberate attempts to load programs from personal discs. If utilizing a flash drive, a patron may download to that drive, under the presumption that there is room there, and nothing will be attached to the hard drive on the pc.

Some Internet games have varying levels of activity, but usually include a free version, which may require some manipulation of the computer by the user. Staff members can be asked for assistance to utilize these features, but it is not a requirement that it be provided.

### **Saving:**

This section applies to patrons utilizing the in-house network machines. After using a word processing program, creating an application online, or copying information from emails or other files, work may be saved on a personal flash drive or one purchased at the library. Flash drives may be purchased for \$5.00. A temporary save of a file may be made to the desktop (for purposes of emailing, for example), but must be deleted immediately.

Library Advisory Board, February 2006  
Amended, May 2009  
Amended, November 2016