

Printing & Downloading

Black and white printing is available from the public computers at 15 cents per page, and color printing is available at 50 cents per page. The cost of printing is subject to change. The library does not offer refunds. Preview print jobs before sending them to the printer, and ask for help from library staff if you need assistance with the printing process.

When the computer logs off, any files saved to the computer are automatically deleted and cannot be recovered. Individuals are encouraged to save any work they will need to access again externally. Patrons can purchase USB drives at the library's Information Desk.

Headphones

Patrons may use personal headphones to listen to sound on the public computers. Headphones may be purchased at the Information Desk.

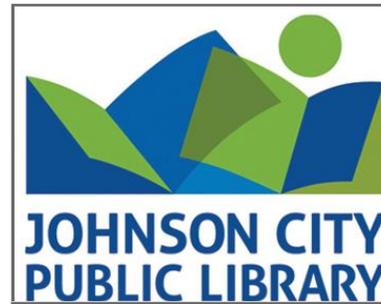
Children 12 and under may use their personal headphones or borrow headphones at the Youth Services Desk for use on the Youth Services computers.

Laptops

Laptops are available for use by patrons who are working on job searches, applications, or resumes. Ask at the Information Desk for more information about how to access a laptop.

Computer Assistance

Library staff may not be familiar with every aspect of the Internet and software programs. Patrons who do not have computer skills are encouraged to bring someone to assist them on the computer. Library staff cannot help patrons access or input personal or financial information.



"Through both traditional materials and emerging technologies, Johnson City Public Library offers a multitude of learning opportunities and entertainment choices in a dynamic center for the community."
-Johnson City Public Library Mission Statement

Guide to Internet and Computer Use



The Johnson City Public Library strives to fulfill its mission by providing library patrons with access to an outstanding collection of books, materials, and resources such as databases and computer and Internet access. The Computer Center, located on the second floor of the library, has 30 computers for use by patrons aged thirteen years and older who have a library or Computer Center card. There are also public computers available in the Youth Services Department for patrons under the age of thirteen and their guardians.

In addition to computer access, the library regularly offers free computer classes and one-on-one computer tutoring by appointment for patrons who want to learn how to use computers and popular software tools. If you or someone you know wants to learn more about using computers, ask about these educational opportunities at the library's Information Desk.

Visit the Library's Web Site

Patrons can access databases such as Freegal Music, Mango Languages, and Universal Class from the library's website. The library's Online Information Desk (www.jcpl.net/onlineinfodesk) links to websites on a wide range of topics. These resources are provided for educational and entertainment purposes.

Johnson City Public Library
100 West Millard Street
Johnson City, TN 37604

www.jcpl.net

Facebook: Johnson City Public Library

Twitter: @JCPublicLibrary

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Wireless Internet Access

The Library provides free, unsecured WiFi (**JCPL Open Network**) for public use. The library **does not** provide technical support for privately owned electronic devices. Security for personal electronic devices rests solely with the owner of the device. Personal use of the library's wireless access must comply with the library's Code of Conduct and other policies governing use of the library. The library does not guarantee all devices will interface with library computers.

Internet Access & Software

Internet access and access to popular software are available in the Computer Center on the 2nd floor for adults and teenagers age 13 years and older who have a JCPL library card or Computer Center card. **All patrons may access the computers for up to 90 minutes a day with possible extensions totaling no more than two hours.** Visitors from out of town or new library users who do not have the two forms of ID required to get a library card can purchase a Computer Center card for \$1 at the Information Desk that is good for 90 days. All purchases of Computer Center cards are final and will not be refunded. If a guest loses his/her Computer Center card, he/she must purchase a replacement to access the computers.

Youth Computer Access

Children ages 12 and under and their guardians can access filtered computers with Internet plus educational and other software in Youth Services. Access to these computers is 60 minutes per day by library or Computer Center card holders. Parents/guardians should be aware that the only way to monitor their children's Internet use is for an adult to be present. **While using the library or its internet access, children 10 and under must be accompanied by a parent/guardian or adult caregiver.**

Internet Filtering

The library uses filtering software and other technology protection measures on all library computers with internet access in compliance with the Children's Internet Protection Act of 2000. Filtering software diminishes the likelihood that users will retrieve material that they may find offensive, but does not eliminate that possibility.

Internet Safety

Internet users should use caution when browsing the Internet and when using e-mail, social media, and other forms of online communication. Children and adults should be wary of sharing personal information online to avoid identity theft, privacy violations, and harassment.

Internet Use Guidelines

Patrons are expected to use the public computers in a responsible manner, consistent with the library's mission and values, and respect library property, staff, and other library patrons. In order to maintain a welcoming and safe environment, we request that you:

- Comply with the library's posted Code of Conduct.
- Use only your own JCPL library card or Computer Center card to access the public computers.
- Use the computers in the Youth Services Department if under the age of 13 and use the Computer Center computers if 13 and older.
- Maintain a quiet environment. Silence your cell phone and keep speech quiet and brief.
- Wear headphones to listen to sound on the computers and keep the volume level low to avoid disturbing others.
- Do not bring food or drink into the Computer Center.
- Keep walkways clear and store personal items under your seat.
- Do not damage any computer hardware or modify any software.
- Save your work to a USB drive, e-mail, cloud, or other data storage resource before logging off the computers. For security purposes all data is deleted from the computers at the end of your session.
- Respect intellectual property rights by making only authorized copies of copyrighted or license software or data.
- Refrain from illegal or unethical use of the computers, including viewing any material that depicts nudity, sexual content, or graphic violence.
- Be respectful of instructors and comply with access limitation during library classes and presentations in the Computer Center.

Violation of Guidelines

If these guidelines are violated, computer privileges may be suspended.