

## ASSISTANCE

The Library provides a variety of computer classes. Please ask the staff for the schedule and how to sign up.

Often, a book or other printed material is still the best way to find the answer to a specific question, so ask the library staff for help. Users who do not find what they need on the Internet within the time available are encouraged to leave their question with the library staff for a more extensive search.

## PERSONAL ELECTRONIC DEVICES

The Atlantic County Library System has a hands-off policy regarding electronic devices belonging to the public. Staff should not handle or configure patrons' electronic property in any way, but may offer technical tips related to using library services. Patrons requesting staff to interact with their device do so at their own risk. The Library cannot be responsible for any loss of integrity to laptops, e-readers, tablets, or other wireless devices and their subsequent configurations, security, files, or data of any kind resulting from connection to the Library's wireless network or from direct or indirect interaction from staff.

More information about configuring your device for the wireless network is found at:

[www.atlanticlibrary.org/wireless](http://www.atlanticlibrary.org/wireless)



Atlantic County Executive Dennis Levinson  
Atlantic County Board of Commissioners,  
John W. Risley, Jr., Chairman 2/26

## Branch Locations & Hours

**Absecon:** 305 New Jersey Avenue, 609-646-2228  
M, W, F & SAT 9:30 am – 5 pm  
T & TH 12 pm – 8 pm

**Brigantine:** 201 15th Street South, 609-266-0110  
M, T, F & SAT 9:30 am – 5 pm  
W & TH 9 am – 8 pm

**Buena Community Reading Center:** Buena Regional High School,  
Weymouth-Malaga Road. Call the library at 609-625-2776, for hours.

**Egg Harbor City:** 134 Philadelphia Avenue, 609-804-1063  
M, W, F & SAT 9:30 am – 5 pm  
T & TH 12 pm – 8 pm

**Egg Harbor Township:** 1 Swift Avenue, 609-927-8664  
M, F & SAT 9:30 am – 5 pm  
T – TH 9 am – 8 pm

**Galloway Township:** 306 East Jimmie Leeds Road, 609-652-2352  
M, F & SAT 9:30 am – 5 pm  
T – TH 9 am – 8 pm

**Hammonton:** 451 Egg Harbor Road, 609-561-2264  
M, F & SAT 9:30 am – 5 pm  
T – TH 9 am – 8 pm

**Mays Landing:** 40 Farragut Avenue, 609-625-2776  
M – W 9 am – 8 pm  
TH – SAT 9 am – 5 pm

**Pleasantville:** 33 Martin Luther King Jr. Avenue, 609-641-1778  
M, F & SAT 9:30 am – 5 pm  
T – TH 9 am – 8 pm

**Somers Point:** 801 Shore Road, 609-927-7113  
M, F & SAT 9:30 am – 5 pm  
T – TH 9 am – 8 pm

**Ventnor:** 6500 Atlantic Avenue, 609-823-4614  
M, F & SAT 9:30 am – 5 pm  
T – TH 9 am – 8 pm

# Computer & Internet Use



## ATLANTIC COUNTY LIBRARY SYSTEM

[www.atlanticlibrary.org](http://www.atlanticlibrary.org)

# Computer & Internet Use

## INTRODUCTION

The Atlantic County Library System offers computer, Internet, and wireless network access as important resources in meeting the informational, cultural, recreational, and educational needs of Atlantic County's diverse community.

The Internet may contain material that is inappropriate for viewing or that may be found objectionable by some users. Library users, whether children and their parents or adults, are the final selectors in using the Internet and are responsible for their individual choices and decisions.

**The Library upholds and affirms the right and responsibility of parents to determine their children's use of all library materials and resources.**

Parents should inform their child of materials they do not want the child to use and should supervise their child's Internet sessions.

Affirming the user's right to confidentiality and privacy, users are advised that total security is technically difficult to achieve. Electronic communications and file transfers could become public during your sessions.

## SCHEDULING

A computer reservation system is used in all branches. A library card or guest pass is required. Cardholders need their PIN to log in.

Reservations are available on a first-come, first-served basis. Two hour reservations may be requested for a specific time or for the next available computer. Time may be extended when computers are available. Up to 3 hours per day may be scheduled by a card-

holder. Guest pass users are limited to 1 hour. Some branches have an express computer for up to 15 minutes of use without a reservation.

Computers automatically shut down shortly before closing. Check with staff members for last available time slot. Computer session schedules subject to change.

Let library staff know before you log in if you have special time requirements, such as taking tests or completing applications.

## SERVICES

Word processing, other commonly used computer applications, and Internet access are provided. Users may not use their own software in library computers. Software is limited to that which is already installed on the computer.

## FILTERING SOFTWARE

The Atlantic County Library System adheres to the standards of the Children's Internet Protection Act and provides filtered access on all computers and the wireless network. The filter helps protect from phishing scams, botnets and malware as well as blocking pornography, malicious and inappropriate content, but the Library cannot guarantee its effectiveness. It is possible that individuals might access information they personally find disturbing or inappropriate.

If a user feels a site has been blocked in error, they may click on the link that appears on the blocked webpage to have the network administrator review the site.

## EVALUATING INFORMATION

The Internet provides vast access to information. However, some of that information is unverified and may be inaccurate, incomplete, or outdated. The Library does not endorse the viewpoints or vouch for

the accuracy or authenticity of information accessed via the Internet. Consult with library staff for help in determining the validity of a website.

## RESPONSIBILITIES

It is the individual user's responsibility to demonstrate judgment, respect for others, and appropriate conduct while using library resources. Users are asked to respect the privacy of others. Since the Library is an open public environment, the display or printing of graphic sexuality or violence is prohibited.

Use of the library's computers for the transmission, dissemination, or duplication of information is regulated under various state and federal laws. The Library expects all users to comply with such laws and regulations. Users should not damage/alter the setup of library equipment nor damage/alter software or data residing on the Internet. Users who alter/damage or attempt to alter/damage the setup of library equipment may be asked to leave and may have their computer privileges suspended.

The Library reserves the right to terminate a computer session if use or behavior results in the disruption of library services, or becomes inappropriate for a library setting, or to deal with technical problems.

## PRINTING/DOWNLOADING

Please ask a staff member for current printing prices. Select B & W or Color before clicking on Print. Do not log off until you pick up and pay for printed pages at the self-service Print Release Station. Logging off removes documents from the computer.

To save documents, users may bring their own flash drive or purchase one from the Library at a nominal cost or users may email documents to themselves. Downloading of executable files is prohibited.