

MANAGEMENT GUIDELINES FOR PUBLIC INTERNET USAGE LIMITS AND TIME-OUT SOFTWARE

MG-OP-10.1

COMMITTEE:	Strategic Leadership Team	PASSED:	August 1999
TOPIC:	Operating Policies	AMENDED:	November 2001; 24 September 2015; 4 March 2016
		REVIEW PERIOD:	As required.

MANAGEMENT GUIDELINES

Time Limits

The Internet Station Timer software is designed to time limit patron Internet sessions and enforce NVDPL procedures regarding time limits on the use of our Internet computers.

Patrons are allowed two 60-minute sessions per day. Five minutes before the end of a session, patrons will receive a warning that their session will be ending. At this point, patrons can choose to continue and start their second 60-minute session (as long as no other patron has booked the workstation) or else they can log off and have one 60-minute session remaining.

At the end of their session patrons are logged off by the software.

Patrons can have multiple sessions of less than 60 minutes if they wish. When a patron's total time for the day reaches two hours, they will be blocked from logging on for the remainder of the day. Staff may use their judgment to authorize patrons to have additional internet sessions if there are workstations available.

Patrons can use 15-minute "Express" Internet access on selected workstations.

Penalties for Abuse of Limits

Unauthorized patrons who are using NVDPL public Internet computers for longer than two hours per day may have a block placed on all cards used during their time at the workstation.

The block will be in effect for one month and will block only Internet access.

Branch and Systems staff will be responsible for determining when such abuse occurs.