

August 19, 2010

Jamaica Library Service  
WIRELESS ACCESS GUIDELINES FOR USERS



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## **PURPOSE**

The Jamaica Library Service (JLS) offers free access to computers, the Internet and other electronic resources to provide users with informational, educational, recreational and cultural resources beyond those contained in the Library's print collection. The purpose of these guidelines is to establish regulations to govern the use of laptops and other data communication devices for internet access at libraries in the Public Library Network, through the provision of wireless access to library patrons in all areas of the libraries as is allowed by the range and capacity of the wireless signal.

## **BACKGROUND**

The Jamaica Library Service (JLS) wireless network is intended to be a convenient supplement to the wired network (LAN) for general functions, including web browsing and e-mail. Wireless "access points", located in certain areas of the library; allow suitably equipped and configured computers to make wireless connections to the Internet.

Due to the fact that wireless radio signals are shared by everyone using the same wireless access point, the bandwidth available to each connection decreases and performance deteriorates as the number of users and traffic increases. Distance from the access point, buildings or objects shielding the access point, signal interference, quality of users' equipment, battery power and other factors may also impact performance. Therefore, the wireless network should not be expected to provide the same quality-of-service as the wired network. When reliability and performance are paramount, the wired network should be used. The Library's wireless Internet access is unencrypted. Use of the wireless connection is done at the patron's own risk. By using this connection, patrons acknowledge that security errors and hacking are inherent risks associated with any wireless service. For that reason, patrons will knowingly assume such risks, and further agree not to hold the Library liable for any claim or loss arising out of, or related to, any such instance of hacking or other unauthorized use or access to the patron's computer.

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The Jamaica Library Service accepts no responsibility for any software downloaded and/or installed, e-mail opened, or sites accessed while patrons utilize the wireless Internet connection. Any damage done to the patron's equipment from viruses, identity theft, spyware, plug-ins, or other internet-borne programs is the sole responsibility of the patron; and the patron indemnifies and holds harmless the organization from any such damage.

The organization accepts no responsibility regarding the ability of patron-owned equipment to connect to the wireless network. The following mandatory guidelines have been formulated, and should be adhered to when implementing wireless network for public access within the organization.

### **GUIDELINES FOR USE**

The Jamaica Library Service provides wireless Internet access with the following provisos:

- Patrons must have their own laptop computer or any other electronic communication device to utilize the wireless connection.
- Patrons using the Library's wireless connection agree to comply with all provisions of the current ***Jamaica Library Service Computer and Internet Guidelines***.
- Technical support for patrons using the connection is not provided—i.e., supporting the user's laptop. Laptops and other data communication devices must be configured to accept wireless connectivity.
- Electrical outlets for patrons accessing the wireless system are not provided, therefore the charging of the batteries for the laptops and other data communication devices is not allowed.
- Patrons may not plug equipment into the Library's computer network.
- The use of personal internet communication devices including laptops must be in conformity with the established JLS rules and regulations governing the code of conduct for library users.

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- Wireless internet users must refrain from displaying material on their computers that may be interpreted as part of an intimidating, hostile, offensive or inappropriate environment.
- Printing is not provided directly from the user's laptop or data communication device; printing is however available at a cost from an acceptable storage device eg. flash-drives
- The JLS reserves the right to deny access.
- Patrons are required to register their computers
- The computer that will be used to access the network must have a relatively up-to-date antivirus software with virus definition less than a month old.
- Wireless services will be provided during normal opening hours to the public.
- Patrons who attempt to misuse or circumvent the service will be barred from accessing the services in the future.
- Viewing of pornographic material is prohibited. Patrons who attempt to do so will have their library privilege suspended.
- The library will not be responsible for any theft of laptops, mobile devices or any other devices.
- Users are required to sign in agreement to the above guidelines before access is granted to the resources.

### **DISCLAIMER**

The Internet contains material that may be objectionable or offensive. The Jamaica Library Service (JLS) does not publish or control, and is not responsible or liable for, any third-party information, content, services, products, software or other material that can be accessed through the organization's internet service. You are solely responsible for evaluating the accuracy, completeness, and usefulness of all services, products and other information, and the quality, merchantability, timeliness or delivery of such services, products and other information.

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Wireless connections are not encrypted. The Jamaica Library Service (JLS) is not liable for any lack of privacy you may experience while using the service. Other wireless users may intercept any information you send or receive using the wireless network, and web-based security controls may not be sufficient protection. Therefore, the use of credit card numbers, banking information, or other personal identifiable information is done at users' own risk. It is highly recommended that you install and use anti-virus software, firewall software, and current security patches or upgrades on your computer.

The Jamaica Library Service (JLS) will not assume responsibility for the safety of equipment or for laptop configurations, security, or data files resulting from connection to the service. Users will be responsible for proper configuration and connection to the organization's wireless network.