

Tippecanoe County Public Library Social Software Policy

This policy defines acceptable use parameters of social software for all users and staff of the Tippecanoe County Public Library. Use of social networking sites by the Library complements the mission of the Library by helping to ensure high quality customer service. Social networking provides additional opportunities for the Library to engage its users and provide information services.

Disclaimer

The Tippecanoe County Public Library is responsible only for the information in its own databases. TCPL has no control over the resources on the Internet and is not responsible for the content of any external site linked to the Library. Users are responsible for the information they post on third party websites. Users are encouraged to view the data use and retention policies of third party websites before posting.

The Library assumes no responsibility for any direct or indirect, incidental or consequential damages arising from the use, operation, or inability to access its electronic resources.

The Library is not responsible or liable for content posted by subscribers in any forum, message board, or other social networking site.

Conditions

For purposes of this Policy, social software is defined as any Web application, site, or account created and maintained by TCPL (called Library Social Media) which facilitates an environment for library staff and library users to share information about library related subjects/issues.*

No personally identifiable information about library patrons will be solicited or released by the Library.

Acceptable Use

Postings of relevant comments are welcome. However, the following material is unacceptable for posting (either directly or by posting links) to Library Social Media:

1. Material that violates the law (including hate speech) or incites others to violate the law.
2. Material that infringes the intellectual property rights of any third party.
3. Material that compromises any computer security, such as malware.
4. Commercial solicitations or promotions.

The Tippecanoe County Public Library reserves the right to remove postings that are off topic or violate these guidelines and may exclude users from posting who violate the guidelines.

This policy is consistent with Library policies on material access, collection, and use. It will be included in the Personnel Manual, posted at public computers, and available online. The Library administration will be the sole arbiter of these cases.

* Social software includes but is not limited to Flickr, Facebook and Youtube.

Adopted: 05/01/2012