

## Computers at your disposal



Some 700 computers are available to the public free of charge in municipal libraries. They provide free and secure access to the internet and software (e.g. word processors, photographic enhancement software), and are specially adapted to users (children, adults).

## Self-service computers

### For casual users

"Casual" users may make use of computers in the City of Paris network of lending libraries for a limited period of **15 minutes** without enrolling.

### For members

Computers are available for users with valid membership cards. "Adult" workstations are available for everyone over the age of 12. "Youth" workstations are reserved for users under the age of 18.

### Identification

The user ID is the user number on the personal membership card issued at time of enrolment in a City of Paris lending library. The password is the user's date of birth in the form ddmmyyy (e.g. 16021979).

### Usage periods

Usage is limited for:

- 12-year-olds and over: 2 hours a day from Tuesday to Sunday
- those under the age of 12: 1 hour a day from Tuesday to Sunday

## Computer bookings

From autumn 2015, a computer booking service will be introduced in some libraries. The list of these libraries will soon be available on this page. Those computers that have not been booked remain accessible and are subject to the same usage restrictions.

Computers may be booked up to 14 days in advance.

 3 no-shows for bookings within a period of 4 consecutive weeks will lead to temporary suspension of access to the service. For further information on computer bookings, please contact your library.

## Services

Among the services available on computers:

- Safe high-speed internet access
- Office software for mail, spreadsheets, etc. (LibreOffice suite)
- A variety of freeware in different domains (drawing, image enhancement, music, video, astronomy, chemistry).

Users can save their work to a memory stick or send it to an email address. No printers are available in the libraries.

## Conditions of use for public computers in City of Paris libraries

Public computers form part of the offer provided by City of Paris libraries. Users are thus expected to comply with the regulations for City of Paris libraries.

Users are asked to take proper care of the equipment provided, particularly fragile items like the screen, keyboard, mouse and earphones.

Whatever the type of computer being used, users must not:

- plug in or unplug power supply cables or cables linking the different parts of the computer;
- attempt to connect their own equipment to computers, other than memory sticks in USB ports, and earphones in earphone jack sockets;
- attempt to modify the hardware or software configuration of the computer in any way;
- attempt to access services or resources not provided by the libraries;
- attempt to install computer programmes or execute programmes that are incompatible with the computer environment provided
- attempt to access any other hardware to which the computer in use is connected in a network;
- attempt to bypass the filter system.

When using computers that require identification, users must not:

- use any user ID number other than their own;
- allow any other user to use their ID number;
- request any compensatory device if they do not suffer from an auditory or visual disability justifying this request.

When using computers that do not require identification, users must vacate the workstation at the end of their session to leave it free for the next user.

## Legislative and regulatory provisions

As an IT system, the multimedia system in City of Paris libraries is subject to a set of legislative and regulatory provisions. Failure to comply with these provisions may lead to criminal sanctions ranging from fines to imprisonment.

Though not limited to the following cases, these provisions apply to:

- Protection of minors: Given that City of Paris lending libraries are open to all, users are prohibited from consulting sites of a violent or pornographic nature, or sites likely to seriously offend human dignity or to be seen or noticed by any minors. Users who consult any sites of this type portraying minors will also be subject to criminal sanctions (Articles 227-23 and 227-24 of the French Penal Code).
- Computer fraud: "Fraudulently accessing or remaining within all or part of an automated data processing system (...) fraudulent introduction of data into an automated data processing system or the fraudulent deletion or modification of the data that it contains" are considered as misdemeanours. Any "Attempt to commit such misdemeanours is subject to the same penalties." (Articles 323-1 to 7 of the French Penal Code).
- Copyright: the French Code of Intellectual Property sanctions counterfeiting and, more generally, all copyright infringements. Except in the case of strictly private usage, any re-use of works or creations of the mind is illegal without the express consent of the authors or rights holders.

## Regulations for using public computers and user behaviour

Any user who fails to comply with these conditions of use or who attempts to avoid the spirit or the letter thereof may be deprived of access to public workstations in City of Paris libraries, or of access to City of Paris libraries, without prejudice to any other possible measures or remedies (prosecution).