



### How do I connect?

You need a wireless enabled laptop or handheld device that has either built-in

802.11b/g wireless networking or an

802.11b/g PC card or USB adapter. Your device (if enabled) should automatically find the wireless frequency and offer to connect you. Once you are connected, open your internet browser and the North Ayrshire Council Wi-Fi Login screen will appear. Select 'yes' to proceed if a security certificate message is shown. You can install the security certificate if you want to prevent this message appearing every time you try to login.

### How do I log onto the network?

You will need your library card number and PIN code. If you are not already a library member, please ask staff about how to join. You are agreeing to the terms and conditions of our Acceptable Use Policy (copies available on request) by clicking the Login/Accept button. Please disable any pop-up blocker software or options in order to see the 'Logout' window.

### How do I know that I'm connected?

Based on the Windows XP system:  
Go to 'Start', 'Control Panel', open 'Network Connections'.  
Right click on 'Wireless Network Connection'.  
Select 'View Available Wireless Networks'.  
Choose the '<North Ayrshire Libraries>' wireless network and 'Connect'.  
Choose to connect to open network if prompted.

## What security precautions should I take?

Our wireless network is unsecured and information sent over the network may be visible to others. Wireless networks are not unique in this respect. All users of shared networks can potentially 'eaves drop' on another person's data (however unlikely). Our network has been setup to prevent wireless clients being able to see each other, so one wireless device would not be able to connect to another (within our own network).

The library is not responsible for ensuring the privacy of information transferred over our wireless network. You are responsible for ensuring that your own equipment has adequate security protection installed (including any operating system updates). It is recommended that confidential information (such as passwords, credit card details etc) is not transferred over the wireless network.

**Please note:** intentionally eavesdropping on another person's connection, or interfering with their computer, connections or data in any way, is both illegal and a violation of our network terms of use



**Free wireless access is available in Irvine, Largs, Saltcoats and Kilwinning Libraries.**

**For more information and opening times visit our website at:  
[www.ers.north-ayrshire.gov.uk](http://www.ers.north-ayrshire.gov.uk)  
or telephone 01294 212716.**



free wireless  
internet access



# Library Services Public Wireless Network Acceptable Use and Disclaimer

This policy supplements any 'Acceptable Use policy' that users must comply with and should be read in addition. It addresses areas pertinent to the Councils Internet Wi-Fi provided services for the public, irrelevant of location.

This policy applies to all users of the provided service.

It is your responsibility to ensure you have read and understood the conditions listed. Clarification can be sought in the first instance from library staff.

## Acceptable Internet Use

Acceptable use of the Internet is detailed within the Libraries "Acceptable Use Policy" and you are advised to ensure you are familiar with, and understand its content.

## Physical Equipment Security

You are responsible for the security and safety of all equipment, papers and personal belongings you bring into the library with you. You are reminded that you are working in a public place and advised not leave possessions unattended even for a short period of time.

The Council are not responsible for any re-imbusement or for insuring any personal belongings.

## Information Security

As you will be working in a public place you are reminded to be aware of your surroundings and when working on confidential, sensitive or personal information to ensure that no-one has visible access to your work.

The Council are not responsible for any re-imbusement due to the theft of personal data or other data, from your computer or peripheral devices e.g. USB storage pens, USB devices, smart phones, Blackberry's, ipaq's, ipods etc.

## Internet Disclaimer

Not all information available on the Internet is accurate, correct or complete. You are encouraged to exercise critical judgement. The library assumes no responsibility for damages, direct or indirect from its connections to the internet, nor for the accuracy and effectiveness of any installed filter. The library cannot be held liable for any information that may be lost, damaged, stolen or unavailable due to technical or other difficulties.

## Configuration of Equipment

The Library is not responsible for the configuration of any personal equipment or changes to these resulting from connection to the library's network.

It is the sole responsibility of users to provide anti-virus protection, personal firewall protection and to configure their laptop / PDA (Personal digital assistant) or other equipment's settings to provide the appropriate security settings to control access from other wireless devices within the range of the library's wi-fi service and the Internet itself.

The Council accepts no responsibility for damages incurred for incorrect, insufficient or incomplete security settings; or lack of adequate or up-to-date virus protection as users shall assume all such risks.

Users are informed that the library's wireless network is not secure and information sent from or to users laptops can be captured by anyone else with a wireless device and the appropriate software.

No guarantee is made that users will be able to make a wireless connection in the library.

## Parental Responsibility and Child Safety on the Internet

As with other Library materials, parents or guardians are responsible for supervising their children's selection of information on the Internet.

All wi-fi connections access the Internet through the Library's filtering software. While these filters block much of the material that may be considered inappropriate for children, no Internet filter could be determined as 100% effective.

The Library suggests that parents work with their children as they explore the Internet.

## Privacy Statement

North Ayrshire Council Libraries are committed to protecting the privacy of any personal information. However, wi-fi networks are inherently less secure than wired networks and the Council accepts no responsibility for personal information that may be disclosed due to use of its wi-fi service.

## Disclosure of Personal Information

The Library does not sell, rent or lease personal contact information gained due to use of its wi-fi service.

## Use of Wi-Fi

It is both illegal and in violation of our acceptable use to intentionally eaves drop on another person's connection or to interfere with their computer, connections, configuration or data in any way.

It is also illegal to use another person's wi-fi connection; you are permitted only to connect to the library provided wi-fi service while in Council buildings.

The Council reserves the right to notify authorities where illegal activity has been deemed to be undertaken.

You should be aware that legislation, under specific circumstances, may result in the Council being requested to provide information to the police. You are advised that all work undertaken using the library wi-fi service is monitored and logged, not only for this purpose but also to allow monitoring of service provision.

## Is it secure?

Library wi-fi users are at no more risk than from other wi-fi internet access services. You should ensure that personal firewall software or features are enabled on your devices. Windows XP has these options within the operating system but personal firewall software is also available separately for this and other operating systems. You are responsible for the configuration, virus protection, use and physical security of your own equipment. Please note that the Wi-Fi internet service is monitored, logged and filtered in the same way as our directly connected public access computers.

## What do you mean by monitored and logged?

As providers of the Internet Service the Council are responsible for responding to official requests from the police and for complying with legislation such as RIPA meaning we have to retain logs of browsing activity attributable to an individual.

## So are my logs safe?

Yes, logs are maintained within a secure environment with no personal details that would identify you. Only limited authorised staff can gain access to them and only under authorised conditions.

## Is it safe to use wireless?

Wireless networking uses very low power signals in the same frequency band as many cordless phones and manufacturers design their equipment to fall well within strict industry safety guidelines. Experts generally agree that Wi-Fi technology is very safe when used appropriately. .

## What can I use it for?

When you are logged onto our wireless network you can:

Do online research.

Check your (web-based) email (e.g. not outlook express).

Undertake internet browsing within the allowable use

## Can I print from the wireless network?

No, there are no printers configured on the wireless network. To print you should save your document and print when you get home, or use one of the provided public access computers in the library, if available.

## You use the library's wireless network at your own risk.

## Is it possible to use Instant Messaging software on the wireless network?

Not directly. For example, the standard versions of Windows Live

Messenger or MSN Messenger will not work. You should be able to access the web-based version (<http://webmessenger.msn.com/>) on our network however most instant messenger services have web clients such as this because of the problems with firewalls etc, so you should be able to find an alternative web-based version.

## Why is this service being provided?

The library's aim is to provide open access to cultural, intellectual, and information resources. We feel that a wireless network fits well with that goal.