



# Guiding Ohio Online

## Level Up: Privacy

Using your host library's policies and the Code of Ethics of the American Library Association (<http://www.ala.org/advocacy/proethics/codeofethics/codeethics>), describe how you would respond to the privacy issues raised by this scenario: You overhear a fellow AmeriCorps member while she or he is helping a library patron, "I just love looking at your online circulation records to see what you're reading. It's so interesting! I enjoy reading anything you've checked out!"

What can a library do to ensure that circulation records are kept private?

Create a guide for library users, describing how a library ensures their privacy in such areas as the catalog, interlibrary loan requests, notification of reserves, and use of the Internet in the library. Include applicable laws, such as those in the Ohio Revised Code outlining the privacy of library records.