

Using the library computers. Our services, rules and some advice.

About our services

You only need a valid library card to use any of the computers. You may reserve a computer by calling 336-8230, extension 130.

You will need your library card number to logon to the public computer. You PIN (personal identification number) is the last four digits of your telephone number.

People visiting our community may be issued a computer guest pass. Guest must present picture identification. The library extends this courtesy only once.

You may borrow a laptop computer for use at the library. Some special rules apply so check with the librarian on-duty for details.

You are welcome to connect your personal PC or other wireless device to the library's Wi-Fi service. Please see a librarian if you need assistance when connecting.

The library does not offer e-mail service, but the staff can show you how to subscribe to free Internet mail services such as Hot Mail and g-mail.

The library has two color printers. The library charges 15¢ per page for black and white printing, and 50¢ per page for color.

The library has two digital scanners that you may use.

You may attach portable USB storage devices to library computers. You may not install other peripheral devices without the permission of a librarian on-duty, however.

Library Rules

You may not eat or drink in the computer area.

You may not log-on using another person's library card number.

You must adhere to the Library's Internet Use Policy while using the library network. (See the back of this sheet.)

You may not use the library's public computers to gain unauthorized access to other computer systems. Such "hacking" can result in criminal prosecution.

You are expected to complete all work and printing in the allotted time. The computers are available from the time the Library opens each day until fifteen minutes before closing. Log-off when prompted to do so.

You may not install software on the library computers without the permission of a librarian on-duty.



Some Advice

Ask us for help! It's our job and we love doing it.

Log-off when you finish using a computer. The last user logged-on is responsible for how a computer is used when it is left unattended.

Save your work frequently. You use the computers at your own risk. The library is not responsible for lost or damaged computer files due to network shutdowns or equipment failures.

Don't send personal information over the Internet. It exposes you to the threat of identity theft and fraud. You are solely responsible for the consequences of your sharing information over the computer network and the Internet.

Follow the rules! You may have your computer use privileges suspended or terminated if you violate the Library's rules or policies, or if in the judgment of a librarian on-duty, you fail to use the computers in a responsible manner.