

Library Computers - Procedures for use

What?

35 stationary desktops
9 mobile desktops to be used anywhere in the library
2 ipads, available for checkout

How?

- ★ The calendar is kept in the library office. Visit us (the easiest) or email us (always email the whole team for best service! hil-dl-media center).
- ★ You may sign up as far in advance as you need, but please remember that we have no control over the testing schedule in the event of your cancellation. (We update our calendar as soon as dates are known to us.)
- ★ No more than 2 days a week can be scheduled if you are lab (meaning no instruction from us) but you can reserve 3 days if we provide instruction. Each block is split into 2 sections, you may reserve one per block.
- ★ You can have a sub bring your class but there needs to be a planned activity/instruction.
- ★ Last minute? If it is within 24 hours, you can take any and all time available. All day, all block, no limits if you sign up no earlier than 3rd or 4th block the day before.
- ★ Appointment slips are given out for free as a courtesy to all patrons!
- ★ Questions/comments/suggestions? Always welcome, please see us (or use the survey provided on the library blog).



get scheduled. @ your library