

Computer Lab Usage Policy

Mission Statement:

The Computer Lab is a designated area for the community to have available current technology to pursue personal interests and goals, career or business objectives, and life-long learning. The Cherry Hill Public Library commits to providing and maintaining the technology and software to enable the community to realize these goals. We will continue to expand our services to include training, a variety of software and hardware, and other services.

By using the library computers, patrons agree to abide by the Internet and Wifi Policy.

In order to use computers for everything except the Internet, patrons should have working knowledge of the computer program they wish to use.

Library staff is not responsible for teaching patrons how to use the programs.

To use the computers in the Computer Lab, the patron must be 14 years or older.

The Internet policy will be followed in order for patrons to use the Internet.

Printing payment charges as follows:

- All printouts are \$0.25/per page for Black & White and \$0.50 for color.
- Payment is due at the time of printing at the respective desk or SAM machine.
- CD disks are available for \$1.00 per disk, 4GB flash drive are \$8.00 each, earbuds are \$2.00 per pair.

Computer use in the Computer Lab may be limited to one (2) hour session, if other patrons are waiting.

The Computer Laboratory is a teaching center, and the use of the lab for class demonstrations and instruction takes precedence over individual use. When a class is in session, other patrons will be directed to the computers in the Reading Room. These times will be posted.

Adults with young children are encouraged to use the computers in the Youth Services Department. If disruption to other users occurs, the user and young child(ren) will be required to continue their computer usage in the Youth Services Department, **rather than in the computer lab.**

The Library assumes no liability for any loss or damage to the user's data or for any damage or injury arising from invasion of privacy in the user's computer account, programs, or files. The Library is not responsible for any damages, costs or expenses for inappropriate use or violations of this policy.

No food or drink is allowed in the computer lab

The Patron Code of Conduct Policy is in force at all times.

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Amended & Board Approved : July 2021