

# Sidney Memorial Public Library

## Public Computing Center

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### *About the Public Computing Center*

11/14/2012

The Public Computing Center at the Sidney Memorial Library is equipped with 12 laptops, 5 iPads, 1 Nook, 1 Kindle, an iMac, and a scanner. These are available to the public during Open Hours (specified each month) and for use during workshops.

The Technology Librarian, Ben Lainhart, is responsible for the supervision and management of the PCC. He can be contacted at 607.563.1200 or [si.ben@4cls.org](mailto:si.ben@4cls.org).

### *Public Computing Center Availability*

- The Public Computing Center is primarily used for staff and patron technology training. The PCC offers a variety of classes each month that includes, but is not limited to, basic computer skills, resume writing and job searching, emerging technologies, genealogy, Microsoft software, and Internet skills.
- In addition to workshops, the PCC offers Open Hours. During these times patrons may use the equipment, get help and assistance with their technology questions, do research, or look for a job.
- The PCC may also be used for exam proctoring. Times must be set up in advance and will most likely take place during Open Hours.
- The PCC will remain closed and locked when there is no workshop or Open Hours.
- Workshops require registration before attending.

### *Public Computing Center Use Policy*

- Patrons must agree to the Sidney Memorial Public Library's Terms of Use before accessing the Internet.
- Respect must be shown to all other PCC users and staff.
- Food and drink should be kept away from the computers.
- Smartboard is for staff use only.
- Attaching your own peripheral equipment to the computers requires staff approval first.
- Patrons must clean up after themselves. We are not responsible for any items left behind.
- Library staff reserves the right to suspend PCC privileges of anyone breaking PCC policies or disrupting others' use of the PCC.
- The special Windows system profiles, security settings, disabled functions and other customized aspects of the PCC are part of a standard setup. This means that applications, Web sites, and other functions that operate on computers in your organization, business, school, home, or anywhere else may operate differently or not at all in the PCC.
- 2 GB Flash Drives (\$5) and CD's (\$1) are available for purchase.  
Materials can be downloaded and printed at the public computer workstations upstairs with a valid library card. Black/White is \$.25 per page and Color is \$.50 per page.