

# Onondaga Free Library

## Computer Policy/User Agreement

Library users assume the responsibility for any damage to their personal property that may result from using library materials or from downloading information from library computers. Onondaga Free Library assumes no liability for any damage to property allegedly caused by library materials or computers and will not pay for the repair of any property allegedly damaged as a result of using library materials or computers.

### Computer User Guidelines:

- A valid OCPL library card in the patron's name is required. For visitors from outside Onondaga County, a valid ID can be used to get a guest pass.
- Patrons must agree to these computer user guidelines each time they log on to our public computers.
- Children under 7 years of age must have an adult present when using the computers.
- A maximum of 2 patrons can be sitting at the same computer.
- All patrons are guaranteed 2 hours of computer use per day. Sessions may be extended in 60 minute increments if no patrons are waiting; please see staff for an extension.
- Patrons must save files to their own portable drives or via their personal email accounts. All data on all public PCs is permanently erased after each session. OFL does not supply USBs for the purpose of saving patron files. OFL staff can assist with the setup of an email account.
- One-sided printing is available: B&W 10¢/page & Color 50¢/page