

Jasper County Public Library Patron Tasks and Devices Policy

To ensure privacy is maintained, patrons are responsible for inputting their own data in all forms, software applications, and documents. Likewise, for liability purposes, patrons must input any data, or follow any procedure on their own devices: Library staff should not touch non-library devices.

Library staff will give 5 to 10 minutes of limited assistance, as staffing permits, and as staff knowledge** allows:

- in navigating online tasks
- for personal devices when interfacing with library devices

For any other questions that may arise, staff will point patrons toward online guides and/or library books.

In addition, one-on-one help sessions - defined as sessions that are fifteen minutes or more in length - may also be scheduled.

Please be aware that library services (printers, Wi-Fi, etc..) may not be compatible with all devices and/or software applications.

**Technology changes rapidly, and staff may not be knowledgeable about a specific device or software application.

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