

# North Logan City Library

## Digital Devices & Kits Policy

### GoPro and Telescope Lending Guidelines

- These devices will only be checked out to patrons 18 years or older who present a valid North Logan City Library Card **AND** a Valid Photo Identification Card.
- Patrons must sign a user agreement. By signing, patrons accept full financial responsibility for the device and agree to pay all costs associated with damage to or theft/loss of the device and/or the device accessories while checked out.
- GoPros and Telescopes must be checked out and/or returned to a staff member at the Circulation Desk no later than 30 minutes before closing.
- **The length of the checkout period will be 14 days for GoPros and 7 days for telescopes.**
- No renewals are allowed. Patrons may request holds.
- All device components must be present upon return for the library to consider the item checked in.
- Late fee of \$5.00/day. No grace period.
- Because these devices are fragile, if found in the book drop the patron will be charged a \$25.00 fine.
- Replacement costs for GoPros are \$300 for GoPro Camera, \$50 for GoPro Accessories, and \$45 for the charger or adapter.
- Replacement costs for the telescopes are \$225 for the telescope, \$90 for the eyepiece, and \$30 for accessories.

### iPad Lending Guidelines

- iPads may be checked out for three hours for use in the Library. **iPads cannot leave the building.**
- To checkout an iPad, patrons must be 18 years or older and present a Valid Photo ID. Staff will hold ID until the iPad is returned.
- Patrons may NOT download and/or make changes to iPad apps or settings.
- Patrons are responsible for security of the information they give on the web. i.e. personal info, email login, credit card number, etc.
- Patrons agree NOT to send or receive offensive, pornographic, or illegal information. Use the Library's iPads for illegal activities, advertising, lobbying, commercial purposes or funded research is prohibited. Modifying library hardware or software is prohibited.

### Switch Light Lending Guidelines

- Switch Light devices are for in-house library use only.
- Patrons will be able to check devices out for two hour time periods.
- Following the two hour time limit, there will be a 20 minute grace period after which a \$1.00 fine will be assessed to the individual.
- Patrons will be able to check devices out for an additional two hours if there is no wait list for a device.
- Patrons must bring their own headphones to use while playing the device. Headphones are available to purchase from the library.

### Purpose of Lending Digital Devices<sup>1</sup>

1. **Increased Content:** The digital Devices provide access to numerous content titles (books, audiobooks, movies, apps) that cost and space limitations would otherwise prohibit.
2. **Increased Accessibility:** Digital devices provide accessibility features (text-to-speech & large print) that may enhance content for patrons.

3. ***Technological Literacy:*** Increase opportunities to explore, learn and access digital information through dedicated digital devices.

<sup>1</sup> Digital Devices are defined as Kindles, iPads, and GoPros.

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