

CRANDALL PUBLIC LIBRARY CHROMEBOOK POLICY/BORROWER AGREEMENT

Crandall Public Library is participating in a pilot project to offer Chromebooks for checkout. Chromebooks are a new type of computer: lightweight and fast, with security built-in to protect against viruses or malware, and one click away from a world of apps and the web. It's a faster, simpler, more secure computer. Just sign in with your Google account, or as a guest, and the web is there at your fingertips. **Once you log out, none of your personal data can be accessed by other users.**

Chromebooks run web apps which allow you to create and share documents, edit photos, listen to music, and much more. Unlike software on a traditional computer, web apps install in seconds, load instantly, and update automatically. You'll find thousands of web apps in the Chrome Web Store <https://chrome.google.com/webstore>. Visit the Chromebook website (www.google.com/chromebook/) for more information on how to get the most out of a Chromebook.

Patrons may check out a Chromebook at the Reference Desk on a first come first served basis by leaving their library card and photo ID. A valid **Crandall Library card**, current and in good standing, **as well as a photo ID** such as a Drivers' License, is required each time a Chromebook is checked out.

Borrowers **must be 18** years or older. Due to the high cost of these items, a patron may check out a Chromebook only on his or her own library card and must keep it with him or her at all times.

The **loan period for a Chromebook is two (2) hours**; checkout is limited to one time per day per borrower. Time extensions are not available on the Chromebooks. No reserve requests may be made.

When accessing sites which **emit sound, a patron must wear headphones or ear buds**. These may be purchased at the Customer Service Desk.

Chromebooks must only be used inside the Library and must be returned after 2 hours or sooner. Also, they must be returned at least one hour before the Library closes.

Users agree to report immediately any hardware or software problems to the library staff. Please keep the Chromebook with you at all times. Users are responsible for any loss or damage. The replacement **fee for a lost, stolen, or damaged Chromebook is \$250.00.**

Users agree to not display or download any graphic material that would be offensive to the general population of the library pursuant to our current Internet Use Policy and the Library Rules.

Users must **log out and hold the power button** for ten seconds at their session's completion.