Hutchinson Library Services Update

Computer times are available during the following hours:
Monday-Thursday 9 a.m.-7:30 p.m.
Friday and Saturday 9 a.m.-3:30 p.m.
Appointments are recommended but not required.

<u>Computer Usage Guidelines and Rules:</u>

- Scheduled appointments are encouraged.
- Patrons are asked to wear a face mask in the library unless fully vaccinated.
- Please observe 6 feet social distancing requirements at all times.
- Please stay home if you are feeling ill during this time. If someone in your household is sick, please DO NOT schedule an appointment.

<u>Step 1: Call Us to Schedule an Appointment</u>

- Call us at 320-587-2368 to schedule a time to use the computer.
- You MUST be age 13 or older to schedule an appointment.
- A **maximum** of 2 people per appointment will be allowed at a computer.
- A <u>limited</u> number of computer terminals will be available to the public during the hours listed above.

<u>Step 2: Show Up at Your Scheduled Time and Call the Library</u>

- Appointment time is limited to **a maximum of 1 hour** per day.
- Please check in at the Circulation Desk when you arrive.
- Limited technology help will be available as staff will be maintaining social distancing at all times. Computer users should have sufficient knowledge to complete their tasks with minimal assistance.
- Please limit your computer usage to <u>essential business</u>.

*Remember, if you have your own device you are able
to use our WiFi 24/7 in our parking lot or in front of our building.*