

Computer Usage

The Grosse Pointe Public Library wishes to provide equitable computer access to all patrons. The following guidelines apply to computer usage at the library:

1. Use of public computers is available on a first-come, first-served basis. To access a public computer and begin a computer use session, patrons must type in the number on their library card or guest pass on the screen of an available computer. If all computer terminals are in use, a reservation can be made at the Reference Desk.
2. Computers may be used for one-hour, additional time will be based on availability. Computers automatically turn off 15 minutes before the library closes.
3. Staff will provide assistance to users to the extent that time and patron demands allow. Library staff will not enter any form of personal information on behalf of users.
4. Users are responsible for saving their work on an external device or their personal web-based accounts. The library is not responsible for any lost work. All data is automatically deleted at the end of each session.
5. The downloading and/or installation of software programs on library computer terminals is prohibited.
6. Public computer terminals are designed for use by one person at a time.
7. The library requires computer users to respect the rights and sensibilities of all library users. Patrons are asked to refrain from the use of sounds and visuals that may disrupt the ability of other library patrons to use the library and its resources.
8. Library staff reserve the right to end computer sessions when offensive, explicit or pornographic materials are displayed.
9. Printing in black and white and color is available for a charge. Patrons must use the paper that is provided by the library and may not insert their own paper into the printers.
10. Users access the library computer hardware, software and documentation at their own risk. The library is not responsible for equipment malfunction, loss of data or electronic transactions of any type which are related to the public use of library computer resources.

Approved by Board: 3/26/2026