

## **Computer Use by Appointment**

While the Willmar Library remains closed until further notice due to the COVID-19 pandemic, we have will begin offering computer use by appointment on June 15th.

Computer Use Appointment Hours: 12PM-4PM M-Fri.

If someone in your household is sick please DO NOT schedule an appointment.

## Computer Usage Guidelines and Rules:

- Appointments are required. **No walk-ins** will be allowed.
- Only the computer terminal area will be open to patrons.
- Patrons are strongly asked to wear a face mask while in the building.
- Please observe 6 feet social distancing requirements at all times.
- Please stay home if you are feeling ill during this time.

## Step One: Call Us to Schedule an Appointment

- Call us at 320-235-3162 to schedule a time to use the computer.
- You MUST be age 17 or older to schedule an appointment.
- A **maximum** of 2 people will be let into the building per appointment slot (1 Computer per appointment).
- Please wear a mask to protect yourself and the library staff.
- 5 computer terminals are available for use at this time

## Step two: Show Up to the Door and call the library at Your Scheduled Time

- Appointment Time is limited to a maximum of 45 mins per day
- 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 bring enough money in coins/small bills to print (No Change will be available).
- Please limit your computer usage to essential business.

Remember, you are able to use our wifi 24/7 from the security of a parked car in our lot or in front of our building. To access our digital collection go to pioneerland.overdrive.com