



Technology Resources at Wood Library

Public Computer Stations

Library computer stations offer access to library card holders and visitors to the Internet and Microsoft Office products

- Internet Explorer - web browser
- Mozilla Firefox- web browser
- Google Chrome- web browser
- Microsoft Word 2010 - view, edit and create Word documents
- Microsoft Excel 2010 - view, edit and create spreadsheets
- Microsoft PowerPoint 2010- create basic slide shows to complex presentations.
- Microsoft Publisher 2010- create professional-looking newsletters, brochures, business cards.
- Access to Wood Library Subscription Databases
 - Chilton Online (automobile repair)
 - Gale Legal Forms
 - Gale Testing and Learning Center (test preparation and more)
 - Pricelt! Antiques and Collectibles

Default sessions are 90 minutes per patron account per day. Time is extended in 30 minute increments by Info Desk Staff if there is no other patron waiting.

Chrome Books (in-library use only)

Patrons 18 years or older with their own Pioneer Library System card in good standing can borrow a Chrome Book. Chrome Books allow web browsing only and do not support software or downloads. Patrons must submit a valid photo ID with their library card. Patrons must read and sign the Chrome Book Borrowing Policy. Time limit is 60 minutes with the option to renew if no other patron is waiting. The Chrome Book is barcoded and charged out to the patron's card.

Chrome Books must be returned to a staff member at the Information Desk. Printing from a Chrome Book is not supported at this time.

Catalog Stations

These stations offer access to the Pioneer Library System OWWL catalog and a patron's personal library account. To access their personal account, a patron must have their library card barcode number (sometimes called "user ID") and pin (a 4 digit number, typically the last 4 digits of the primary phone number listed on their account. If a patron does not know their pin, please direct them to a library staff member.

Printing

Printing is 15 cents a page for black & white and 25 cents for color. Patrons may print from any Public Computer Station within the Library.

Copies

Copies are 15 cents a page for black & white and 25 cents for color. The copy machine is located across from the Information Desk. Patrons may also print from a USB at the copier, provided that the files for print are image files (PDF, JPEG, etc.)

Wi-Fi

Wi-Fi access is free and unlimited. Patrons must connect to the OWWL network from their device. They will be prompted to enter their User ID/Library barcode number and pin (see **Catalog Stations** above for information about pin numbers). Guest passes for Wi-Fi access are available at the Information Desk, or can be requested from any service point within the Library.

Miscellaneous

We also provide fax services at the Information Desk. Cost is \$2.00 for the first page and \$1.00 for each additional page. The Library's 3 public meeting rooms are equipped with DVD players and a projection system that can be connected to a laptop/device. Meeting room reservations require advanced booking and must be approved by the Library. Visit [woodlibrary.org>About>Quick Forms>Meeting Room Registration](http://woodlibrary.org>About/Quick Forms/Meeting Room Registration) for full details.

Questions?

Call the Information Desk at 585-394-1381.