



BARTLETT PUBLIC LIBRARY DISTRICT PLAYAWAY LAUNCHPAD USE POLICY

The purpose of the use of the Playaway Launchpad is SAT/ACT test prep; therefore the Launchpad is for exclusive use of middle and high school students.

A Library Playaway Launchpad Use Agreement must be signed by the user. The borrower is responsible for the Playaway Launchpad until it is checked in by the library staff. Playaway Launchpads are for use within the library and cannot be removed from the Library.

What do I need to check out a Playaway Launchpad?

- A valid (not expired) Bartlett Public Library District card or a card from another library registered with the Bartlett Public Library District
- A valid (not expired) government issued photo ID, such as a Driver's License, or a School ID.
- A signed Playaway Launchpad Use Agreement.
- You must be 12 years of age or older.
- If you owe the Bartlett Library more than \$15 dollars, you will not be able to use a Launchpad.

How long may I use the Library Playaway Launchpad?

- Playaway Launchpads are available on a first-come, first-served basis for up to two hours per day. No reservations will be accepted.

Where may I use the Library Playaway Launchpad?

- Playaway Launchpads only may be used in the Bartlett Public Library or in the Library's courtyards. Taking the Playaway Launchpad out of the Library is considered theft of library property and will be referred to the police to deal with. The approximate cost of the Playaway Launchpad is \$200.

How do I log onto the Library Playaway Launchpad?

- Start the Playaway Launchpad using the "power" button found on the right side of the Playaway Launchpad.

What if I return the Library Playaway Launchpad late?

- Late charges are \$10.00.
- You will also be charged for damage to the Playaway Launchpad or case.

Where do I go for help using the Library Playaway Launchpad?

- Any of the Youth and Teen Librarians will be able to help you use the Library Playaway Launchpad. It is expected, however, that you have general tablet knowledge and will be able to perform most basic tablet functions.



Other Playaway Launchpad facts:

- At checkout you are responsible to see that the Playaway Launchpad is working as well as no damage to the case and all accessories that are included.
- You must not leave the Playaway Launchpad unattended.
- Do not load additional apps onto or delete apps currently on the Playaway Launchpad.
- You must not let anyone else use the Playaway Launchpad that is checked out to you.
- If you use sound, you must be able to adjust the volume on the screen.
- You must report any hardware or software problems to the Youth and Teen Librarians.
- The latest that a Playaway Launchpad can be checked out is 8:00 p.m., Monday through Thursday or 4:00 p.m. Friday, Saturday, and Sunday.
- Playaway Launchpads must be returned to the Youth Services Desk fifteen minutes before the building closes.