

## **The MakerSpace**

March 18, 2013

The MakerSpace is a DIY area devoted to creating, sharing, and collaborating. The Mac computer assigned to the MakerSpace area is loaded with Apple's Pages, Numbers, and Keynote, as well as iPhoto, GarageBand and Photoshop.

### **Reserving a time to use the MakerSpace**

Patrons may sign up in advance to use the MakerSpace. The sign up book is at Circ by the cash register. Upon sign up, the patron should be informed that they have a four hour session limit to use the MakerSpace. A patron must have a library card to use the MakerSpace because the keyboard and mouse must be checked out to use the Mac computer.

### **Using the MakerSpace**

In order to use the MakerSpace, patrons must reserve a time (up to four hours at one time) and, upon arriving, check out the Mac Keyboard and Mouse. The Keyboard and Mouse Kit Bag are located behind Circ where the Kindles are shelved. The patron must sign an acknowledgement of the notice that s/he is responsible for the keyboard and mouse and must pay for their replacement if damaged or taken. This signature should be in the same line as their sign up to reserve the MakerSpace. See the sign up/sign in sheet that is in the MakerSpace binder at Circ.

In addition to the keyboard and mouse, the patron may check out the MakerSpace Headphones, which may only be used for the MakerSpace. On that sign in/sign out form, the headphones area must be marked with a Y or Yes and the patron must be instructed that s/he is responsible for replacement of the headphones if damaged or taken.

Both the keyboard/mouse kit bag and the headphones must be checked out to the patron using the MakerSpace.

When the items are returned, the patron and circulation employee must sign in the return area of the form to indicate an official check in.

### **Replacement costs**

The replacement cost for the Mac Keyboard and Mouse is \$50.

The replacement cost for the Mac Headphones is \$100.