



Blough-Weis Library Laptop Lending Policy

The Blough-Weis Library makes available laptop computers for in-house use. These laptops access the Internet through a wireless connection. Please note the following details of the policy:

- Only current Susquehanna University students, faculty and staff are eligible to borrow a laptop. The library will hold the patron's Susquehanna ID during the lending period.
- The lending period is three hours.
- Any changes made to the laptop configuration and hard drive (C:) are undone upon reboot of the laptop. For this reason, it is very important that you save any documents you create to a location other than the C: drive. Your options are:
 - a) Removable media such as a thumb/flash drive.
 - b) Use your network drive (Z:).
 - c) If neither of the first two options is viable, you may save to the laptop's T: drive (labeled Thawspace). Files saved to Thawspace will remain after a laptop reboot. You should make a copy of any file saved to Thawspace as soon as possible and remove the original from the laptop.
- Please be certain to return the laptop at least 15 minutes before closing time.
- A mouse is available upon request.

Any questions regarding this policy should be directed to Cindy Whitmoyer at 372-4459 / whitmoyer@susqu.edu or Robert Gessner at 372-4322 / gessnerr@susqu.edu.