



**TLMDA**

Achievement of Library Excellence Award Application 2020

Section 9

**Support digital inclusion by providing public internet access, digital literacy training, and offering library services online.**

The Zula B. Wylie Public Library provides visitors with free wireless internet throughout the building and into the parking lot, 24 hours a day, seven days a week. This year, due to the closure of our building for two and a half months, access to our wifi while outside of the building was important. As we opened our doors back up in June, people were anxious to use our computers and access the internet. We had 13,500 sessions using our public computers.

The library's online catalog is available on our website: [www.cedarhilllibrary.org](http://www.cedarhilllibrary.org). The online catalog allows patrons to search for items, place holds, and check their accounts for outstanding items. Library card holders have access to all online databases and resources including Reference USA and Texshare Databases.

Library staff also created a "Digital Resources" page on our website to help people of all ages find what they need in the virtual world. Basic information like how to get a library card, insight on how to view virtual programming, and how to access ebooks are a part of this page. In addition it is a one stop shop for resources such as lynda.com, Bookflix for children, and Ready4K registration.

Library Take-Home Technology is very popular among our patrons; the library offers technology to Cedar Hill residents. Patrons can check out Hot Spots, Roku devices that are pre-loaded with Netflix, Virtual Reality Goggles, drawing tablets, laptops, and tablets. Hotspots and laptops have been very beneficial to staff, city staff, and patrons who have been working from home or learning virtually.

Due to the Covid-19 pandemic the library has completely shifted the way programs are offered, based on the needs of our patrons and surrounding community. Staff members have shifted all in-person programming into virtual programming with the use of Facebook, Instagram, Twitter, and youtube. Programs such as story-time that used to be offered in the Library is now recorded live on social media and shared with our community and extends even further, as a family consistently joins from Canada.

Even our Summer Reading Program was changed completely to allow children and adults to participate virtually using an app to track their reading progress and social media to participate in the programming.

Since March 2020, when the library began doing all programming on social media, we've seen an increase of over 500 new followers on our social media outlets, as well as, over 750 new library card users.



ZULA B. WYLIE PUBLIC LIBRARY

## **HOW TO WORK FROM HOME**

**Oct. 17th | 12PM via Zoom**

Parents join us as Sylvan Learning Center talks about how to effectively help your child with their school work at home.

***To sign up visit our website.***

# DIGITAL RESOURCES

The Zula B. Wylie Public "Virtual Library" is available to you from home! Your library card provides you access to many digital items and resources. Click on the buttons below to access each resource.

If you do not have a library card, give us a call at 972-291-7323 and our staff can issue you a digital library card.

## Internet Access

Spectrum and AT&T have options for you if you are in need of access to free internet. You can read more about it on [Spectrum's website](#) and [AT&T's website](#).

## Virtual Programming

Follow the Library on social media ([Facebook: facebook.com/CHLibrary](#), [Instagram: @zulabwylielibrary](#), [Twitter: @CH\\_ZBWLlibrary](#)) and on our [YouTube Channel](#) to participate in our virtual programming such as Virtual Storytimes, Yoga, Book Clubs, Poetry challenges, and fun activities each Friday that we like to call #FeelGoodFriday!

## FOR ADULTS



## FOR CHILDREN & TEENS



## Take Home Technology Policy

Technology Items are defined as Roku Express, Hotspots, Laptops, Tablets, Virtual Reality Goggles, and Drawing Tablets. (This policy does not apply to Children's Launchpads.)

Effective May 1, 2018, the Zula B. Wylie Public library will no longer waive patron fines accrued on take home technology items including hotspots, laptops, tablets, or 3D glasses. Late fines are \$5 per day (This means that patrons will be charged for every day late after the due date. For example, if the due date is 4/1, and the return date is 4/6, the fine would be \$25.00). All patrons receive one day of grace for late items, but the day of grace is lost if items are more than one day late. Late fines over \$5 must be paid in order for a patron to check out items. In addition, patrons must show state issued ID in order to check out technology items. The name on the ID must match the name on the card being used to check out the item, and on the hold, if applicable, in order to check out.

### Borrowing or Returning

- Patrons must be Cedar Hill residents who are at least 18 years of age. For drawing tablets, patrons must be at least 13.
- Patron's library account must be active for 90 days and in good standing.
- Patrons must present their current Texas ID and library card at the service desk.
- All technology Items checkout for 7 days.
- Technology items are not renewable over the phone and must be returned to the library to be checked out again to the same patron.
- Please do not place technology items into the drop box. All technology items and accessories must be returned to the service desk. This includes the case and power adapter.
- A patron may place a hold on a technology item **ONLY** if the patron does not already have the same type of technology item checked out. Patrons will have seven days to pick up an item once it becomes available. Patrons will be notified when the item is available for pickup.

### Fines and damage

- Fines for technology items are \$5.00 per day late.
- If the technology item is damaged, a replacement fee of the cost of the item will apply. Please contact the library immediately if the item is damaged. After 2 days late, the item will be considered lost, and the patron's account will be charged the price of the item. Hotspots will also be deactivated.

### Care

- Please handle the technology items and accessories carefully.
- Please remember that technology items and liquids do not mix. Do not use in the bathtub, or near any liquids. Be especially careful not to place plugged-in items near any liquids; as with any electrical device, this poses risk of electrocution.

Date \_\_\_\_\_ Printed Name \_\_\_\_\_ Signature \_\_\_\_\_