

Owen Science and Engineering Library Laptop Pilot Program – FAQs

Overview

The Owen Science and Engineering Library will be launching a pilot laptop checkout program, which will begin during the fall 2007 semester. Six laptop computers will be available for checkout and use within the Owen Library building.

The laptops will support Internet access and will have a number of productivity applications, such as the Microsoft Office suite, installed. The Owen Library has one or more wireless access points on each floor of the library. Access to the Internet from the library laptops will be supported using WSU VPN client software.

Some questions

Who can check out a laptop?

Laptop checkout is available, with a valid University ID, to current WSU students, faculty, and staff.

When are laptops available for checkout?

Laptops can be checked out Monday thru Thursday, 8:00 AM to 10:15 PM; Friday 8:00 AM to 5:15 PM; Saturday 12:00 noon to 5:15 PM; and, Sunday 12:00 noon to 10:15 PM.

How long is the check out period?

Laptops are checked out from and returned to the Owen Library Circulation Desk. Laptops may be checked out for a two hour period, with one 2 hour renewal permitted if another patron has not placed a hold on the laptop in the Griffin online catalog.

Can the laptops leave the building?

No. Library laptops may only be used within the Owen Library building.

What kinds of programs will be loaded on the laptops?

The installed packages on each laptop will include: Microsoft Office 2007, Adobe Reader, RealPlayer, selected IM packages, SciFinder

Scholar, and Pharos (to enable printing at the Owen Library's public printers).

What do I need to check out a laptop?

To check out a laptop, you must present a valid WSU Cougar Card. Additionally, the first time that you check out a laptop, you must read and sign a Borrower Agreement document, which is then filed and reused for future checkouts during the academic year.

What's included with the laptop computer?

The laptop has an internal battery. The laptop is checked out in a case that includes: an AC adapter cord to plug into an outlet; a set of headphones; and, a documentation folder with information on the laptop and the library's checkout program.

How should I save data?

Note that the laptop computers will be wiped upon reboot or a complete loss of power. Thus, you should save data to a USB disk instead of to the laptop's hard disk drive.

A small number of USB keys are available for checkout at the Owen Library's Circulation Desk.

Will laptop computers be wiped clean as soon as they are turned back in?

Yes. Once you turn in your laptop for check in at the Circulation Desk, you will be unable to recover data from its hard disk. Also, when the laptop is rebooted or turned off, all user data on its hard disk will be lost. When working with the laptop, you will need to save your data to an external USB drive. Plug your USB key into the laptop computer and save data onto the device frequently.

What happens if I break a laptop computer?

You are fully responsible for a laptop once you've checked it out. If the laptop computer is lost or returned damaged, you will be charged as described in the Borrower Agreement.

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