



## Ask Away Saturday Procedure

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The purpose of the Ask Away Saturday program is to provide computer and technology instruction to improve skills and/or teach new skills.

Every Saturday, we offer walk-in computer & research help. These sessions are not topic-specific. Patrons can request many topics from basic internet help to genealogy using Ancestry. This works best for staff to be free to help patrons work on a topic in-depth.

### **RULES:**

- 1) While the sessions are open with no registration, staff can only assist up to 5 people to best serve patrons. This means it is a **first come, first served basis**.
- 2) **Not all topics are covered.** If you are unsure, call ahead. The library is not responsible for informing you beforehand if your question is covered. Call us first to see if Ask Away Saturday is fitting, (734) 942-7589.
- 3) We **do not** help with finances, taxes, legal, or personal websites (such as dating profiles), purchases, credit cards, social security, or any medical records.
- 4) Patrons must be kind, courteous, and respectful. Disruptive behavior will not be tolerated and will result in a ban from the program. This is up to staff to decide if such behavior warrants it.
- 5) By staying and attending Ask Away Saturday, you are agreeing to the above terms.

These agreements are provided at each session and posted on our website at [www.romuluslibrary.org/classes](http://www.romuluslibrary.org/classes). It is the responsibility of the patron to read the terms before attending a session.