LAPTOP KIOSK FREQUENTLY ASKED QUESTIONS

- **How long can I borrow a laptop from the kiosk?**
  The loan period for a laptop is 24 hours.

- **Can I renew the laptop?**
  Kiosk laptops cannot be renewed. Before the expiration of the loan period, the student must return the laptop to the kiosk. If more time is desired, a different laptop may be checked out (if there is another one available).

- **Is there a late fee and how much is it?**
  Overdue fines are billed at $10 per day for the laptop with a maximum fine of $100 + the $50 processing fee. When the laptop becomes 15 days overdue, the laptop will be assumed lost and the university police will be notified of the loss. The borrower’s university account will be billed the full replacement cost.

- **What happens if I lose or damage the laptop?**
  Laptop users are expected to exercise reasonable care of the laptops and are fully responsible for any loss or damage. Laptop users are responsible for notifying the Library Services Desk immediately about damage, loss, or theft.

- **Do I have to sign an agreement form?**
  Yes, students using the laptop kiosk are required to agree electronically at the time of check out. Electronic agreements are stored in the kiosk memory.

- **What do I do if the laptop is not functioning?**
  Return the laptop to the kiosk and check out another one if there is one available. Please report any problems or malfunctions encountered with the laptop immediately so that the library staff may arrange to have the laptop serviced.

- **Do you restrict where I can take the laptop?**
  The laptop must remain within Texas state borders at all times.

- **When I return the laptop to the kiosk, what happens to any data I have left on it?**
  Laptops are wiped clean to protect privacy when students restart or return it to the kiosk. All files must be saved to personal removable media (USB flash drive). All data saved to the hard drive will be deleted automatically if the laptop freezes up, is restarted, is turned off, or logged off.

- **Can I check out a laptop if I have library fines, fees or overdue books?**
  Students with outstanding fines, fees, or overdue books cannot check out a laptop. Library accounts must be up-to-date and in good standing prior to check out.