

## Are there any library computers that I can use?

Our patron workstations, operating with Microsoft Windows XP Professional, provide free access to the Internet, Microsoft Office products, several excellent research databases, and email. All you need to do is present your valid Peters Township Library card in order to use a computer. If you are under 17, a parent or guardian needs to have filled out an Internet Permission Form before we can log you onto a computer. Parents and guardians may request that children only use the computers in the Children's Department which are equipped with filtering software.

The library also has wireless Internet access available throughout the building.

## How can I save or print my work?

Whether you need to print in black and white or in color, both can be done for a nominal fee. We request you bring your personal flash drive to save your files created at a patron workstation.

### Library Hours

Mon.-Thurs. : 9:00 a.m. - 9:00 p.m.  
Friday: 9:00 a.m. - 5:00 p.m.  
Saturday: 9:00 a.m. - 4:00 p.m.  
Sunday: Noon - 4:00 p.m.

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## What other library services are available?

- Teen Reading Room
- Family Activity Center
- Meeting Rooms, Study Rooms and a Conference Room
- Local History Room
- Wireless Internet access
- Self-serve checkout for books only
- Center for persons with a sight or learning disability
- Downloadable audiobooks
- Interactive Books and LeapPad Learning System for children
- Large-Print book Collection
- BiFolkal materials
- ConsumerReports.org subscription as well as many other online resources.
- Computer Classes
- Book Clubs for all ages
- Programs for Adults, Teens and Children
- Wii and Xbox in Teen Reading Room
- Free e-newsletter
- Library blogs for adults and teens
- Twitter updates (PTLibrary)
- Open 7 days a week!

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*Providing Resources  
to Lifelong Learners*

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WELCOME TO YOUR

PETERS TOWNSHIP  
PUBLIC LIBRARY



Peter Township Public Library  
616 East McMurray Road  
McMurray, PA 15317  
(724) 941-9430  
[www.ptlibrary.org](http://www.ptlibrary.org)

We're glad you've chosen to use the award-winning Peters Township Public Library.

### How do I get a library card?

It's quick and easy. Anyone within the state of Pennsylvania whose home library participates in the ACCESS Pennsylvania program



receives a free library card. Registration forms are located on the tables on the first floor Leisure Reading Area or on the library website. Fill out the form, return it to the

staff at the Circulation Desk, and receive your card and PIN to access your account online. Children up through 7th grade must have a parent's signature to obtain their card. We also require the parent/guardian obtain a library card. Your card lets you borrow library materials as well as use the computers and the study rooms.

### How long can I keep my materials?

Books (print or CD), music CDs, Playaways or puppets may be borrowed for three weeks. LeapPads or Interactive Books may be borrowed for 3 weeks with no renewals. You may keep DVDs and magazines for one week. There's no limit to the number of items you can take out at any one time!

### What if I want to renew something?

No problem! Except for those on reserve, books, DVDs, and music CDs can be renewed once. Call the circulation desk, come to the library, or renew your items through the online iBistro catalog by accessing your account with your library card number and PIN.

### What about overdue fines?

Please return materials by the due date so they can be used and enjoyed by others. See below our fees for items returned late:

- All library materials, except DVDs .....\$ .10 a day
- DVDs.....\$1.00 a day
- Interlibrary loan.....\$ .50 a day
- Lost library card.....\$2.00 fee

### Can I reserve items that I want if they are checked out?

Absolutely! Just fill out a reservation form at the circulation desk. You can reserve items yourself through the online iBistro catalog with your library PIN number that will be given to you at the circulation desk. When the item becomes available, you will receive a phone call. You'll have three days to pick up the item(s). Reserves can be placed on most materials, including DVDs and videos.

### What if the library does not have a book I really want?

We can request materials through our Interlibrary Loan Service. Ask for information from the Reference Librarian on the second floor. Just like when



you place a reserve from our collection, we will call you when we receive the book you ordered through this service. The due dates are set by the lending library, so we cannot renew interlibrary loan books.

### Can I access the library catalog and my account from home?



Yes! Go to our website at [www.ptlibrary.org](http://www.ptlibrary.org). Click on the icon for the "iBistro Online Catalog." Enter the title, author, or keywords and

go from there. To access your account, place reserves, renew materials, or make suggestions from home or from any terminal in the library, type the library barcode number found on your library card in the "User ID" box at the top of the screen. Then type in your PIN in the box below that. Click on "Login to e-Library OPAC. The next screen will include a link to "My Account".

If you do not already have a PIN, stop at the circulation desk where the staff will give you a PIN.

### What other information is on the library website?

Just about anything you might want to know! Our home page has links to lists of library programs offered for all age groups. You can use our online databases, read our library blog, download audiobooks, subscribe to our free e-newsletter, check our annual report, use the ACCESS PA Power Library, and much more.

We're especially proud of our iBistro online catalog. Our catalog displays book covers for many of the books you search for, as well as summaries, reviews, and sometimes even author biographies.