

Geauga County Public Library
Operating Policy Manual

SECTION: COMPUTER AND INTERNET CLASSES
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The GCPL staff prepares and offers basic computer skills and basic computer software classes to the public as part of our program of services with the intent of introducing the public to technology.

The library will consider creating and conducting classes on computer/internet programs, applications, software, and data as programming in these areas advances and new technologies become available.

The classes offered to the public for free in our community libraries may be provided to outside groups on a case-by-case basis and for a cost-recovery fee. The fee is a flat \$150 per class for up to 10 students (which matches the number of workstations available). Such classes will be conducted at the GCPL Administrative Center only.

The Library will not create and conduct custom computer classes for outside groups for general application software like Excel or other Microsoft software. Groups, as well as our patrons, are encouraged to seek "next level" classes from education providers in the region that already provide such classes.

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