

MT. HOREB PUBLIC LIBRARY SOCIAL NARRATIVE

The purpose of this social narrative is to help prepare adults for a visit to the Mount Horeb Public Library. This includes notes and images of what to expect when visiting.



This is the Mt. Horeb Public Library. I am welcome here.




This is the library entrance. When I walk through the doors, I enter an area that has bathrooms and a drinking fountain I can use.



There is one more set of doors to get into the main part of the library.







Teen




**DVDs,
Audiobooks**





Big Window




Adult





Intermediate



Self Check Out



Children



Study Room



Music CDs



Study Room

Board Games

Holds

Self Check Out



Self Check Out



Help Desk

Book Return

Kids Help Desk

Staff Area

Magazines and Newspapers

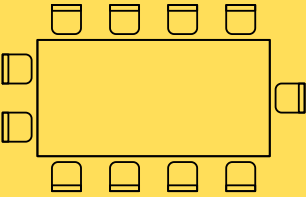


This is a Quiet Space.

Computer Lab




Meeting Room



Entryway

Book Sale

Entrance



There is a book sale shelf in the entryway. These books are for sale. These are different from the books inside the library that I can check out. I don't have to look at these books or buy a book. But, if I see a book I want to buy, I can put money in the orange cash box on the wall. There are signs by the orange box that show the prices of the items.



When I walk through the second set of doors, there is a space to the right where library workers are checking in books and doing other library tasks.

This counter has a place to return items I have checked out. This is called the Book Return. It is located near the entrance doors.

When it is time to return things, I will carefully put the items through the return slot. Or, if they are too big to fit, I can set them on the counter.



Sometimes there are decorations in our library.



The library has a Help Desk. This is where I can go to ask for help. There will be different people sitting here at different times. Every one of them wants to help.

The librarian can order items for me, help me find things in the library and help with any questions I have.



Sometimes there are library programs happening in the middle of the library. When I walk in, there might be a lot of people and loud noises. Sometimes there is singing, music or other activities in the middle of the room. There might be lots of kids moving around. There might be adults sitting in chairs listening to a speaker. I can listen to the program, or not. If it's too loud, I can leave and come another time.

I can call the library and ask before I come to see if it will be loud. I can also look at the calendar on the library website.



Just inside the entrance to the main part of the library, I will see recently returned DVDs and audiobooks on a cart. There will also be some tables with books and movies on display. I can look through these things and check them out if I want to.



The library has a lot of things I can check out, including:

- books
- movies
- tv shows
- books on cd
- board games
- puzzles
- videogames
- magazines



It is free to check out materials. I have to return everything I check out so other people can use them too. Every item has a "due date" so I know when I have to bring it back.



I can use a computer at the library. These are in the computer lab which is a separate room near the front doors. I need to use my library card or ask for a guest pass from the Help Desk to use the computers. I can use the computers for up to 3 hours a day.



I can print from the computers. It costs 10 cents to print a black and white page, and it costs 25 cents to print a color page. I can pay with coins or dollar bills at the machine. If needed, I can go to the Circulation Desk to get change.

I can ask a librarian to show me how to use the print kiosk and printer.



I can use the public copy machine.

It costs 10 cents to copy a black and white page, and it costs 25 cents to copy a color page. I can pay with coins or dollar bills at the machine. If needed, I can go to the Circulation Desk to get change.

I can use the fax machine. It costs 50 cents per page to fax.



There are two library catalog computers that I can use to find things. One of these computers is in the hallway near the Help Desk. The other is just outside of the computer lab.

I can type in the title or author and see if the library has the book or movie. The computer will show the item and where it is inside the library. If my library doesn't have it, I can put it on hold and another library will deliver it to the Mt. Horeb Library for me.

I can ask a librarian to show me how to use these computers if I want help.



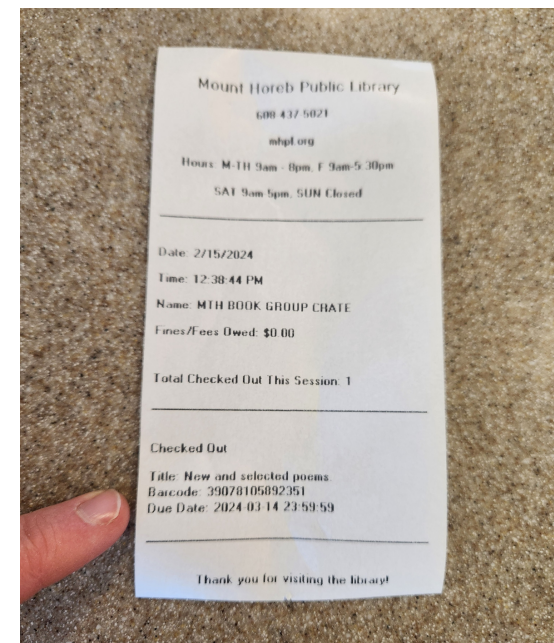
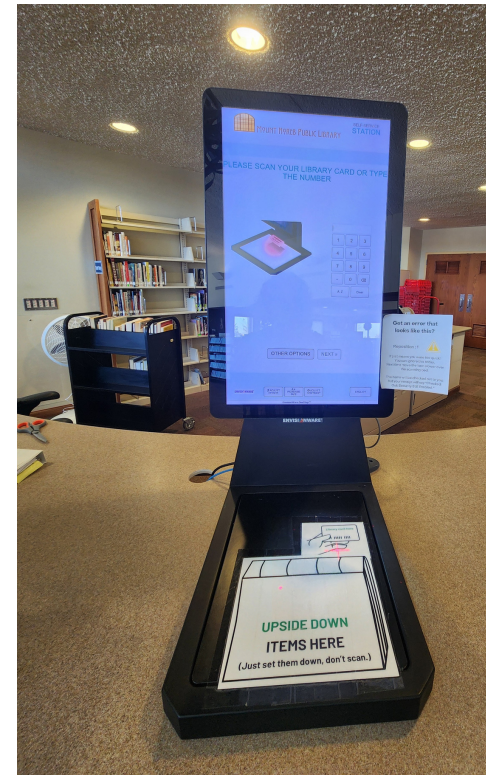
When an item I ordered is at the library for me to pick up, I will get a message that it is available. I have 7 days to pick it up and check it out.

When an item I put on hold comes in, it will be on the Holds Shelf for me. The items are organized alphabetically by the first 4 letters of my last name. I can find my item and then check it out. I can ask at the Circulation Desk for help if I can't find my item.



When I'm ready to check out the items I want to bring home, I can use a Self Check Machine or ask a librarian to help.

The Self Check Machines let me scan my library card under a small red light. Then I set my items on the flat part of the scanner to check them out. The machine will beep. I can print a due date receipt so I know when to bring the items back.



There is a room that has magazines and newspapers that I can read. It's called the Periodical Room.

I can check out the older magazines, which I can access by gently lifting up the shelf holding the current magazines.

This is a quieter space in the library.



If I need a quiet place to work I can ask a librarian to use a Study Room. There are two available for use. Sometimes the rooms are being used by other people and I have to wait my turn. I can use a room for 2 hours. If no one is waiting to use the room, I can stay in it longer.



If I need to use a bathroom, or get a drink of water while I'm at the library, the bathrooms and drinking fountain are in the entryway.

The women's bathroom has three stalls with flush toilets. These toilets have a handle I use to flush.

The men's room has two urinals that automatically flush. It also has a toilet in a stall that I use a handle to flush.

The sinks have automatic faucets and an automatic soap dispenser.

I can use an electric hand dryer (which is loud) or paper towels to dry my hands.



There are lot of people who work at the library. Here are some of them. Everyone is happy to help you with any questions. Thanks for using your library! We hope to see you often.

