

How to Access a Computer



How To LibGuides

Where Can I Access a Computer?

All Cairns Libraries branches offer computer and internet access to members and visitors.

What Can I Use The Computers For?

Computer use must be in accordance with Cairns Libraries' Internet Policy.

How Do I Access a Computer?

Members

You will need your library card to access all computers. If a computer is available, you may access it by swiping your card through the barcode reader. Enter your six-digit Password (this is default set to your date of birth ie. if your birthday is 1st of January 1990, your Password will be 010190). If the computer is occupied you may make a booking for the next available computer at a booking station or see staff at the circulation desk. You can make bookings up to 7 days in advance.

Visitors

A visitor or non member can obtain a guest ticket from the Autoloader for computer access. If a computer is available you may access it by entering your guest ticket number and 4 digit pin. If the computer is occupied you may make a booking for the next available computer at a booking station or see staff at the circulation desk. Guest tickets are valid for one login only.

How Do I Print/Photocopy?

There are printing facilities located at all Cairns Libraries (see **How to Print and Photocopy**). You can add credit \$ for printing and photocopying at the Autoloader pay station located in any library branch.

Can I Save To a USB Device?

You are able to save to a USB storage device in the usual way.

Can I upload to Cairns Libraries' computers?

You can upload Word and Excel documents. Uploading of software is not permitted.

Do you have free Wi-Fi?

Free wifi is available at all library branches. Download limits are set at 500MB for visitors and 1GB for library members.

Need further information?

Contact your local Cairns Libraries branch,
or Contact Us on www.cairns.qld.gov.au/library