

<p style="text-align: center;"><b>OPERATING RULES</b> <b>Computer Learning Centers</b></p>	
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A. General

1. Residents and guests must sign in upon arrival at the facility. Residents must accompany their guests at all times in all computer rooms.
2. Work quietly in the computer learning centers. Respectfully moderate voices and sound. Silence phones; use them outside if necessary.
3. Abusive conduct, including viewing graphic or violent content, is not permitted.
4. Residents and guests must clean up the area after use and return all equipment to the proper place.
5. Computer Learning Centers are managed by volunteers and are open in accordance with posted hours which are subject to change.
6. Workshop use is free; to offset printing supply costs, printing fees and class donations may apply.
7. The on-duty volunteer may impose a time limit to accommodate those waiting.
8. Club meetings and events do not have priority use. Club events must be approved by the Recreation Department in order to take priority at the facility.

B. PC Workshop

1. The maximum number of guests per resident is two. Residents and guests must sign in upon arrival at the facility.
2. Workshop users may obtain information from the greeter and computer assistance from the supervisor(s) on duty.
3. The PC Club funds and maintains a lending library available to all residents.

C. PC Learning Center

1. The maximum number of guests per resident is two. Residents and guests must sign in upon arrival at the facility.
2. The PC Learning Center provides various computer classes that are published under Class Registration: <https://www.thepcclub.org/learning-center.html>.
3. Non-disruptive classroom conduct is expected (similar to that in an educational environment).

D. Mac Learning Center

1. The maximum number of guests per resident is three. Residents and guests must sign in upon arrival at the facility.
2. Mac Club membership is not required to take classes.
3. Visitors may obtain assistance with Apple devices from on-duty supervisors (commensurate with their ability).

Note: The Recreation Department reserves the right to review and adjust the operating rules to accommodate the needs of the community. All GRF policies and procedures apply to the use of the amenities.