Computer Reservations

What does Computer Reservation system do?
Computer Reservations lets you reserve computer time at the Charleston County Public Library. The software allows you two sessions per day of computer time. Reserved sessions are one hour long. Walk-in sessions may be shorter, but still count as a session. When you arrive for your reserved time, you can be sure a computer will be available for you.

Why is the library using Computer Reservations?
With the popularity of the Internet, the Library wants to make sure everyone can access its computers. Computer Reservations helps by holding a computer for someone who is waiting and by allowing reservations up to one day in advance.

Am I required to have a Library card?
Yes. Everyone, including children, must have a current library card to use a computer. Internet users need a signed Internet Agreement form on file.

Can I still use the computers if I do not have a library card?
Charleston County residents are encouraged to get a library card, which allows you to check out items, place holds and renew items, plus access the Library's many online databases from home. If you are not a Charleston County resident, you may request an Internet only card, which will allow you to reserve and log on computers. Visitors can ask for a one-day guest pass.

Do I have to reserve a computer in advance?
If there are available computers, you do not need to make a reservation.

How do I make a reservation if there are no available computers?
You may make a reservation by using one of the Reservation stations. You can reserve the next available computer or reserve one for future use. You will need to have your library card number to make a reservation.

Can I make several reservations at once?
You can have only one active reservation per day. Once that sessions ends, you can log onto the same computer if it is not reserved, or make another reservation at the Reservation Station with a maximum of two sessions per day.

What if I am late for my reservation?
Reservations are held for 10 minutes before being cancelled. If you do not log on within 10 minutes, the session is cancelled and someone else can use that computer. This counts as one of your two daily computer sessions.

When I logged on, the computer indicated I only had a few minutes left. Why don't I have more time?
Another user has reserved that computer and you signed on right before that reservation.

If I need to leave my computer during my session, how do I keep someone else from using my computer?
You may lock your session for 10 minutes. You must log in again when you come back to the computer. If you are gone for more than 10 minutes, however, the computer will become available for another user. The locked minutes count as part of your session time for the day.

Why do I have to get off the computer when I just found the information that I need? There is no one else waiting for a computer so can I get an extra hour?
Computer Reservations automatically logs you off when your session time is up and library staff will enforce established time limits to ensure fair access to as many people as possible. We apply daily limits so that other patrons may see that a computer is available for immediate use.

What will happen when my session ends?
Your session time is displayed while you are using the computer. You will receive three warnings, at 10 minutes, five minutes and one minute before your session ends. Please save your data. Files not saved to a disk, USB drive or sent by email will be lost when the session ends.

**Please feel free to contact us with your questions at askaquestion@ccpl.org or (843) 805-6930.
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