IDEA Lab
Policies & Procedures

IDEALab
SAN DIEGO PUBLIC LIBRARY

- Patrons are expected to comply with all Library Rules of Conduct.

- Patrons must follow the IDEA Lab safety guidelines.

- Masks are not required but strongly encouraged.

- The IDEA Lab is intended to be used for creative projects that require specialized equipment and software. General use computers are located throughout the library.

- Library staff reserves the right to ask you to discontinue working on your project in the IDEA Lab.

- Patrons may reserve equipment in advance online. Otherwise, equipment use is first come, first served.

- All work must be saved on personal removable or cloud storage. Personal files will not be saved, as computers will be wiped after each session.

- Patrons must bring their own materials to use with makerspace equipment, except for 3D printing and workshops.

- Patrons are expected to clean up after themselves and leave workspaces as they found them.

- The IDEA lab is not responsible for personal belongings in the space.

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