



Platteville Public Library

Social Story for Adults

Note about Social Stories:

The purpose of this social story is to help prepare adults for a visit to the Platteville Public Library.

This is my library. It is the Platteville Public Library of the Southwest Wisconsin Library System.



I can go to the library to borrow books or movies, use the computers, use the printers, meet people, attend programming, ask questions about the community, and relax.

There are three entrances to my library. I can enter through any of them.



Once I walk through the second set of entry doors, I am on the first floor of the library. This floor has adult books, movies, and computers.



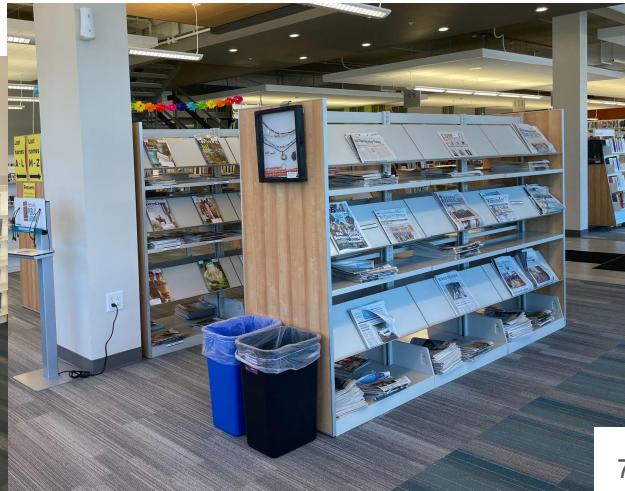
I can get upstairs two different ways: by using the stairs, or by using the elevator. The second floor has children's books and movies, children's toys and play spaces, and children's computers. It is also where I will find the art gallery, the Community Room (where large events are held), and smaller study rooms.



These are the book returns at my library. When it is time to return materials that I have checked out, I return them at the desk on the first floor. There is a book and a movie drop. I will carefully put books through the “book” slot and movies and other media through the “other” slot.



On one side of the stairs are the holds shelf, the newspapers and magazines, and the media section. The Library has many newspapers and magazines to look at in the library. It also has audiobooks, books on CD, movies, and TV shows on DVD that can be checked out.



This side has many seating options, including comfy chairs by the fireplace! The fireplace is turned on sometimes, and it will generate light and heat. Other seating options include tables or chairs by the windows.



When my library doesn't have a book or movie I want, it can be put on hold. I will get a phone call, email, or text when the item arrives at the Platteville Public Library. Then, I can come to the library and find the item on the Holds Shelf. The Holds Shelf has a rainbow banner above it, and the items are arranged alphabetically by the first three letters of the last name of the person who has them on hold. When I find my item, I will take it to the Check-Out Desk to check it out.



There are catalogue computers underneath the stairs. I can look up books, movies, and TV shows in the library and see whether or not the library owns a copy. The computer will list the item and its location, and it will let me put items from other libraries on hold. Those items will then be delivered to my library. I can only have ten things on hold at one time.



There are baskets and a cart that I can use to help me carry my selections as I browse in the library.



The other side of the library has the check-out and reference desks, adult books, computers, tables, and desks.

Close to the front windows, there is a shelf for New Books. I will find new releases in adult fiction, nonfiction, and books on CD. The Teen new releases also have a shelf on the first floor.



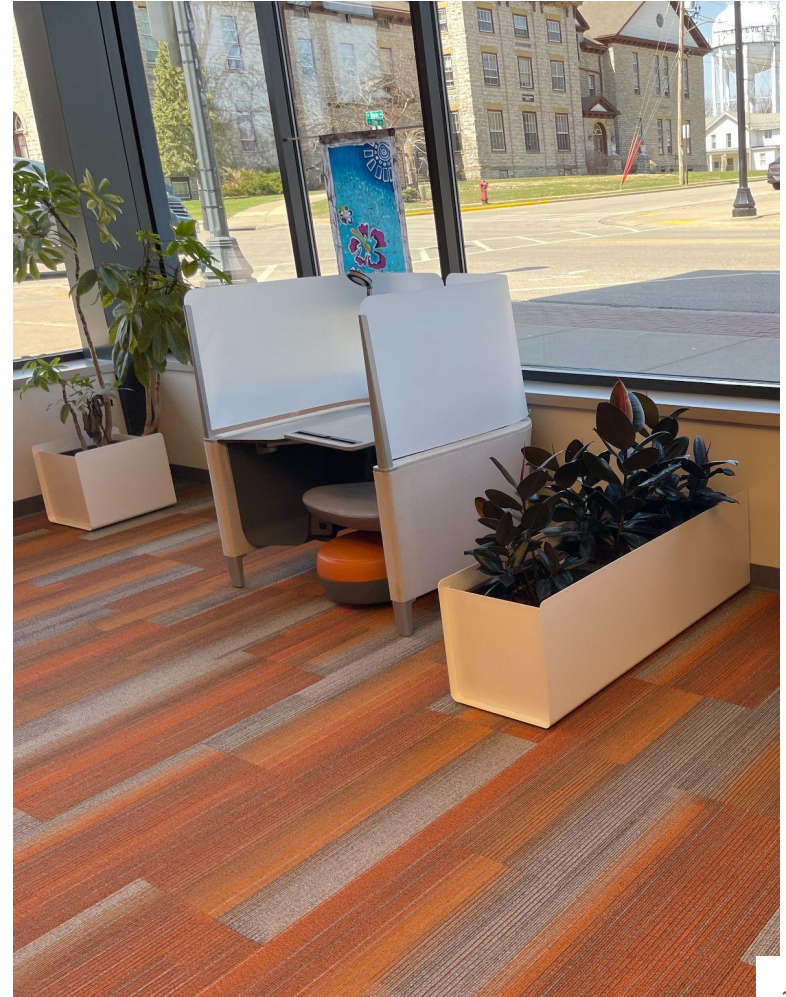
Books on the first floor are shelved under these categories: adult nonfiction, adult fiction, science fiction/fantasy, westerns, large print, and language resources. If I need help finding a book or knowing what section a book is in, I can ask a librarian.



There are many tables where I can sit by myself or with other people.



There are also Brody privacy lounge chairs (or study pods). These have a seat, desk, lamp, and footstool surrounded by a privacy shield on three sides.



The library has a Microfilm computer and print station. I can sit here and research historical newspapers and print copies if I want to.



There is also a Large Study Room that I can reserve.

This is a good room for meetings and a quiet space to work. It has a TV projector with computer connection cables, a large white board, and a kitchenette. I can go online or talk to a librarian to reserve this space. There are smaller study rooms upstairs that I can also reserve.



There are several computers for personal use at the library.

I can use my library card or ask for a guest pass to log on. I can print from these computers if I need to. I get two 2-hour sessions per day to use the library computers.



There are many tools I can use at the library.

There is a printer that also makes copies. It costs 15 cents to print a black and white copy, and it costs 50 cents to print a color copy. I can pay with coins or bills at the machine. If needed, I can go to the desk to get change or use a card (only for charges of over \$1).



There is also a Business Center with a stapler, tape, and more office supplies I can use at the countertop.

The front desk is next. This is where I will go to check out items I want to take home with me. This is also where I can ask questions. The noise-reducing headphones are kept at the desk. I can ask to use them in the library at any time. The library staff like to answer questions.



Out in the lobby, I will find public service information. At this station, there is a phone for the public to use, public transportation information, local publications, and more.



There is also a book sale shelf. If I see a book I want to buy, I can put money in the cash box on the top shelf. The shelf display lists how much each item costs.

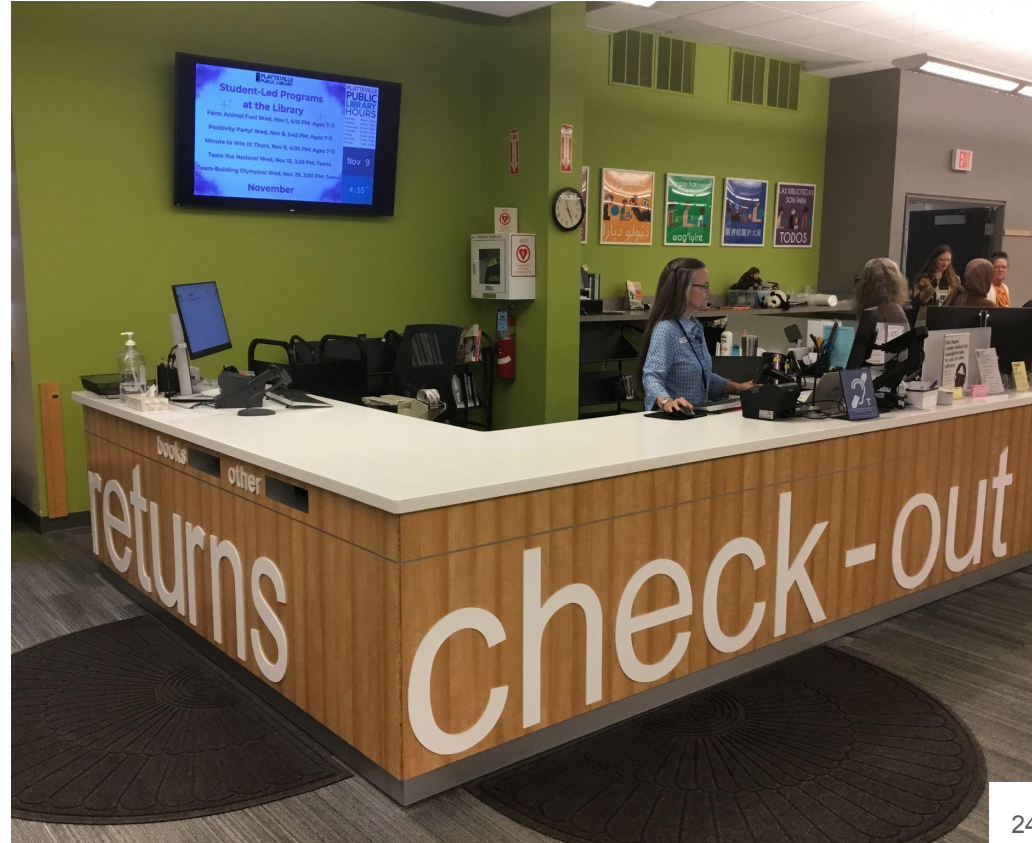


In the hallway, there are bulletin boards that show information about Community Interests, Services, and Events. This hallway is also where I will find the restrooms.

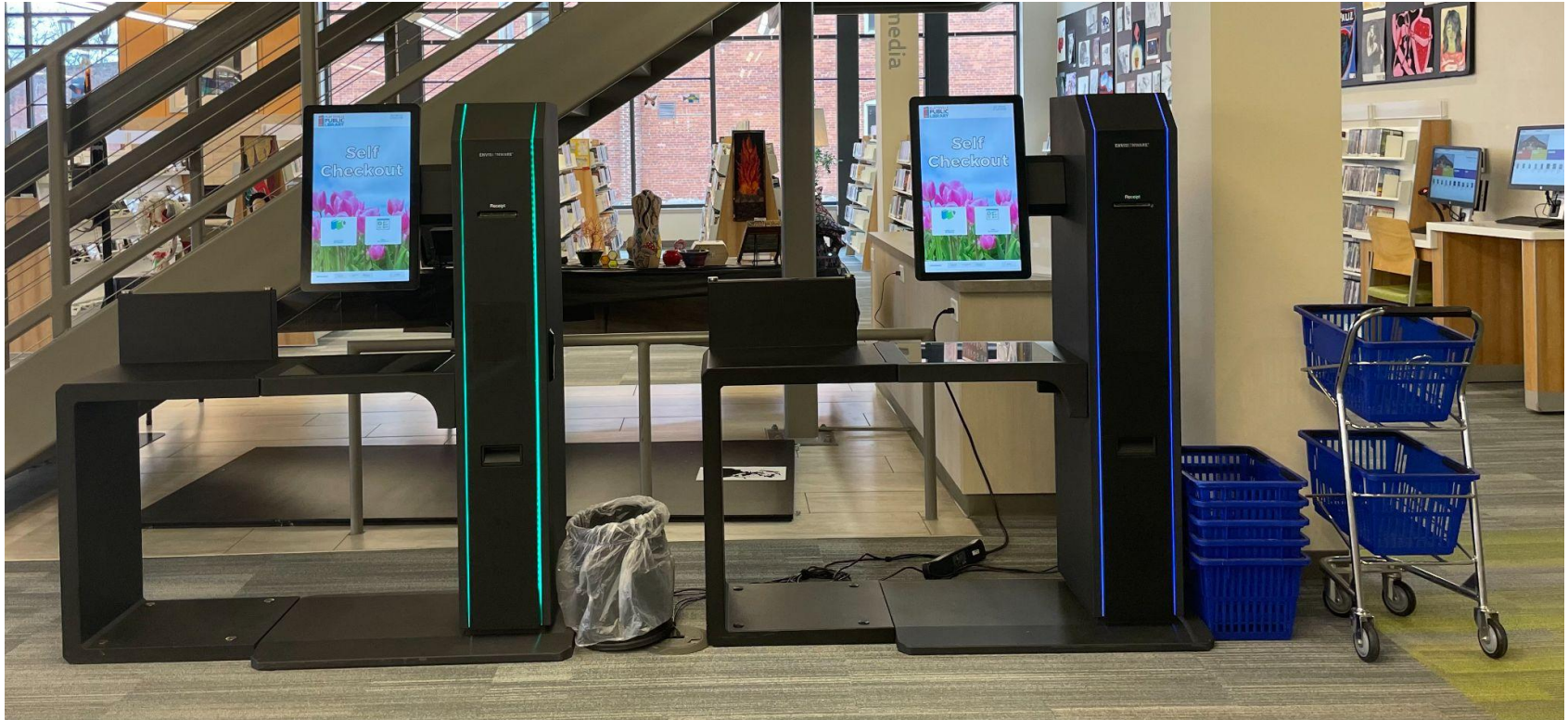


When I am ready to leave the library, I need to bring the items I want to borrow to the Check-Out desk.

I hand the materials and my library card to the librarian, and she scans them to check them out. I will hear lots of beeping sounds at this desk, and sometimes the phone rings. Sometimes, there is a line, and I will be patient as I wait my turn. Alternatively, I can use the self-checkout stations.

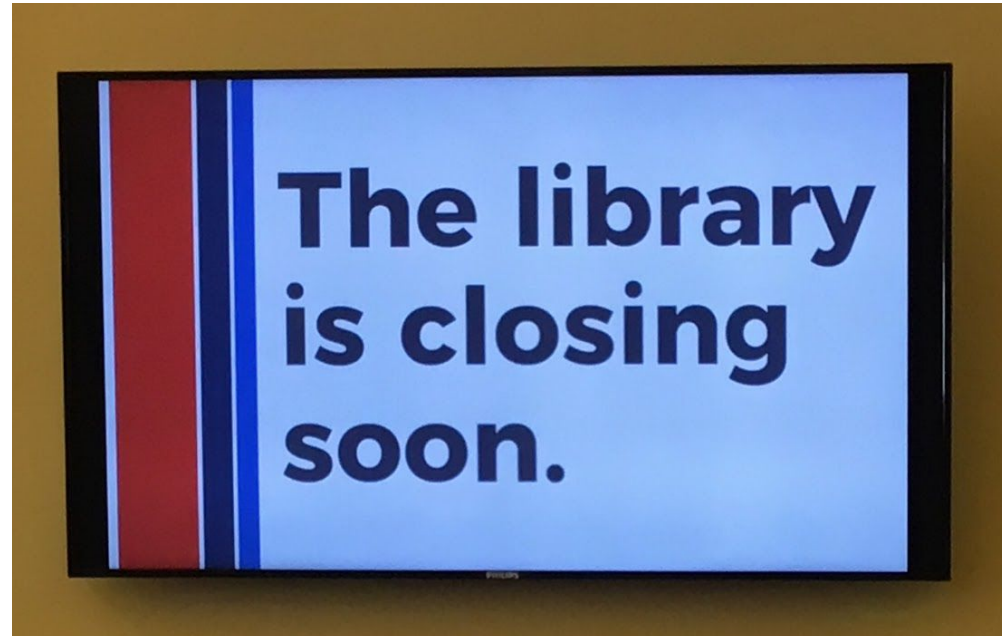


There are two self-checkout machines on the first floor where I can check out materials. Every time I scan a book or movie, the machine beeps.



Ten minutes before the library closes, I will hear two dings from the speakers in the ceiling, then an announcement will play.

The dings and announcement will be loud. When I hear the announcement, I will finish up what I'm doing and take any materials I want to borrow to the desk to check out.





My library is fines free. Using the computers, sitting in the library, checking out materials, and getting a library card doesn't cost me money. If I have questions about any service charges for other things, I can ask a librarian or visit the library's website for details.

Thank you to those who contributed to making this Social Story:

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