

The Laptop is loaned with a booklet, microphone/headset, powercord and carrying case. For more information, call the Library at 4-1865 or email library@baystatehealth.org<mailto:library@baystatehealth.org>.

Rosetta Stone Laptop Borrowing Agreement

Borrowing Policies:

- * A valid Baystate ID is required to borrow the Rosetta Stone Laptop.
- * Reservations are required so that the Library may register the borrower in the Rosetta Stone program.
- * The borrower chooses a language level at the time of registration.
- * The borrower will be given 3 working days (Monday-Friday) to pick up the Rosetta Stone Laptop.
- * The Rosetta Stone Laptop may be borrowed for one week.
- * The Rosetta Stone Laptop is loaned in a carrying case with the laptop, booklet, microphone/headset, and powercord.
- * The companion audio CDs will be loaned in addition to the Laptop.
- * Rosetta Stone encourages the downloading of CDs to personal MP3 players for practice.
- * Borrowers who discover they need a different language level must come in WITH THE LAPTOP so that Librarian can reassign language level—there is no way to do this remotely!
- * Laptop and CDs may be renewed if no one has made a reservation by the due date.
- * The companion audio CDs circulate for the same time period as the Laptop.
- * Laptop must be returned to the Library Information Desk complete with all accessories.

Conditions of Use:

- * Laptop borrowers assume full responsibility for damage, loss or theft. Charges for repair or replacement will be imposed.
- * Borrowers must adhere to Baystate Health policies and must not violate any Digital Copyright Laws.
- * The installation of additional software is not allowed.
- * Baystate is not responsible for any files left on the laptop.

Overdue Charges:

- * The overdue fee for a laptop is \$30.00 per day.

Loss or Damage Charges:

- * Loss or damage to the Rosetta Stone Laptop is \$3000 (laptop and software costs).

* Lesser charges will apply to loss or damage to the CDs, booklet, microphone/headset, powercord or carrying case