



Jasper-Dubois County Public Library

Audio/Video Room Guidelines

General

The Makerspace Audio/Video Room is located in the Jasper Public Library. This room contains equipment and software for recording audio and video and are not to be used as general study or meeting spaces. In addition to the guidelines listed here, the library's Internet Use Policy also applies.

Equipment

MakerSpace staff can assist with basic setup of audio and video room equipment to enable audio and video recording. While the MakerSpace staff can assist with questions about the equipment, it is the patron's responsibility to record and edit their own audio and video projects.

Using the A/V Room

When reserving an audio or video room, patrons will use the online reservation system at jdcpl.us/reserve-a-room

Patrons who are reserving the A/V room and using the equipment in them need to be at least 16 years old. Subject to availability, patrons may reserve an audio room for up to 4 hours at a time.

Steps For Using Audio/Video Room

1. Take the MakerSpace Introduction & Safety Training (*if not already completed*)
 - a. Fill Out Waiver/Agreement
2. Make an appointment with MakerSpace Staff to go over the room.
3. Reserve the room for individual use. You can reserve the room at <https://jdcpl.us/reserve-a-room/>