

Using Your Library - During COVID-19

Welcome to Your Library! Beginning February 28, the Library recommends but will not require the wearing of face masks at the Library. Please continue to treat everyone with respect and kindness regarding their personal decision. We appreciate your cooperation.



Sign Up Now!

Library Card:

Library cards are free to anyone who resides within the Wood Dale Library District.

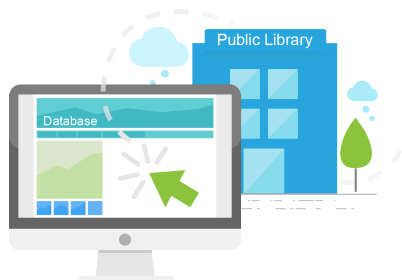
To sign up, you must bring in two forms of identification: a photo ID and a document which supplies your name and proof of current address. Appropriate identification includes: a Driver's License, State ID, current utility bill, Illinois voters registration card, lease, or mortgage documents. Children under eighteen years of age must have a parent or guardian present at the time of registration.

Can't make it to the library? You can [sign up for your library card online](#)! An online card gives you full access to electronic resources and allows you to place up to 5 holds on the online catalog. To start using your card to check out physical items, please visit the library to verify your residency.

Library Services Available

Borrowing & Our Collection

Your library card gives you access to over 100,000 library items! You can check out books, DVD's, music, audiobooks, magazines, and much more. You can manage your account, browse the collection and place holds for materials at any SWAN Library directly from our [library catalog](#) or mobile app.



Use your library at home! We have many online resources, including:

- [E-Books, Movies, Digital Magazines](#)
- [Career Skills & Training](#)
- [Research & Homework Help](#)
- [E-Resources for Kids & Teens](#)
- [Smartphone Apps](#)
- [ePRINTit Wireless Printing](#)

Computers & Early Learning Stations

The library provides access to a limited number of computer stations running Windows 10 with Office 2016 software. We offer a family computer lab, adult computer lab, and printing services. All you need is your library card to get online! Our free public Wi-Fi is available in the Library building and parking lot.

We also have Early Educational Workstations designed to inspire children ages 2 through 10 to become lifelong learners. With over 60 educational programs in English and Spanish and a menu that speaks to the child in either language, this lab can help your little one succeed in school or simply have some fun! Workstations are available for checkout.

Reference Services

From researching your latest school project, to looking up a medical condition, we'll help you find resources to meet your information needs. Do you have a question? Let us help you find the answer.

Library Programming

 **Check out virtual events on [our YouTube channel!](#)**

Enjoy an activity with the library at home! We have Take & Make Crafts, in-person and virtual story times, reading programs, and much more. You'll find educational and entertaining programs for all ages on our [events calendar](#).

New Library Services

We are excited to offer expanded library services in our newly renovated building! Enjoy new features including:

- Self-service holds pick-up (offers a contact-free solution to borrowing library materials)
- Three new study rooms accommodating up to 4 people
- Meeting rooms available for larger groups with prior reservation
- Indoor food pantry available in our lobby

Other Services

Copying (\$.10/ B&W Page, \$.25/ Color Page)

Printing (\$.10/ B&W Page, \$.25/ Color Page)

Faxing (\$1.00 for first page \$.50 for each additional page)

Laminating (\$.25 per foot)

USB Flash Drives & Headphones (See service desk for current pricing)

Self-checkout stations & self-service hold pick-ups

Free tax forms

Loan Periods

All materials may be returned in the indoor or outdoor book drops. The outdoor book drop is open 24/7 for returns. Our indoor book drop is located inside of the Library, across from the Public Services Desk.

New Loan Periods for Items	Check Out Period	Auto Renewals	Holds
New DVD & New Blu-Ray	1 Week	2 Renewals	All Libs
DVD & Blu-Ray	2 Weeks	5 Renewals	All Libs
New Books, All Magazines, New Audio Books	2 Weeks	2 Renewals	All Libs
Early Literacy Stations, BOB, Read-a-Longs	2 Weeks	2 Renewals	WD ONLY
Books, Audio Books	4 Weeks	5 Renewals	All Libs
Quick Picks	2 Weeks	2 Renewals	No Holds
New Console Games	1 Week	2 Renewals	WD ONLY

Auto-Renewal of Materials Program

All patrons are enrolled in the auto-renewal program. The program automatically renews eligible library materials three days before they are due for patron accounts in good standing. See below for renewal limits. If you do not receive Library notices via email, please call 630-766-6762 x. 209 and provide your email address.

The following items do not auto-renew:

- Items requested by other patrons
- Items borrowed from certain libraries outside of the SWAN consortium
- Items that reached their maximum renewal limits (see above)
- Digital collection items, such as e-books or e-magazines
- If your email is on file you will receive an email notice letting you know which items did not auto-renew. You can log in to [My Account](#) to view your account information at any time or call the Library at 630-766-6762 x. 209 to check the status of your items.

