



CRICUT MAKER POLICY

PURPOSE

The Library desires to offer community access to new and emerging technologies such as Cricut Maker(s) to inspire a new interest in design and help the community bring their creations to life. This policy establishes how and under what circumstances the public may use the Library's Cricut Maker(s).

The use of the equipment shall be consistent with the mission of the Lafourche Parish Public Library, which includes:

- Providing the residents of Lafourche Parish access to books and other resources that will inspire lifelong learning;
- Increasing access to information and services by library patrons;
- Advancing knowledge, and
- Strengthening our communities while embracing the rich heritage and vibrant future of our parish.

POLICY

The Library's Cricut Maker(s) are available to the public to make project pieces designed in Cricut's Design Space (design.cricut.com)

I. The Library's Cricut Maker(s) may be used only for lawful purposes. The public will not be permitted to use the Library's Cricut Maker(s) to create material that is:

- a. Prohibited by local, state or federal law.
- b. In violation of another's intellectual property rights. For example, the printers will not be used to reproduce material that is subject to copyright, patent or trademark protection. Designs should be your creation or be in the public domain.

Accordingly, library staff may ask you to provide proof that the work to be printed is not:

- c. Unsafe, harmful, dangerous or an immediate threat to the well-being of others. (Such use may violate the terms of use of the manufacturer).
- d. Obscene or otherwise inappropriate for the Library environment as decided by the Library administration. This includes objects or images that may be considered:
 - Pornographic
 - Illegal
 - Obscene or Offensive
 - A Risk to or an endangerment to others (weapons)
 - Drug-related, including drug paraphernalia

II. The Library reserves the right to refuse any Cricut Maker project request.

III. Due to the limitations of the machine the following restrictions will be added to project creations:



- a. Only designated Library staff, authorized users, and volunteers will have hands-on access to the Cricut Maker(s).

PROCEDURES

The procedure for creating projects on the Library's Cricut Maker(s) is as follows:

I. Design creation:

- a. Cricut Maker projects can be created with basic knowledge of computers and the Cricut Maker Design Space (design.cricut.com).
- b. Users must create a free personal Cricut Design Space account. Cricut Design Space supports creating and uploading custom designs. Cricut Design Space also has free and for cost project designs. All project design costs are paid by the patron through their Cricut Design Space account.

II. Submitting a design for printing:

- a. A patron wanting to use the Cricut Maker to cut a project must log in to their Design Space account on the designated library computer attached to the Cricut Maker machine.
- b. Patrons who schedule Cricut Maker design appointments are responsible to supply all materials necessary to create their projects. Staff must approve all user-supplied materials before they are used on equipment, to reduce risk of damage to equipment or harm to users.
- c. The Cricut Maker will operate only when trained library staff is available to monitor project creation.
- d. Patrons must read the policy prior to project creation. Upon approval of the design and materials, library staff will facilitate the project creation.

III. Please note that procedures governing the use of the Library's Cricut Makers are subject to change.

DISCLAIMER:

The Library staff makes every effort to oversee the use of the equipment; however, the Lafourche Parish Public Library, Library Board of Control, Library director, and the Library staff are not responsible for any object created with the use of the equipment or for any harm or injury incurred as a result of any usage of the equipment.