

Procedure for Use of Mifi Cards on the Bookmobiles

Each Bookmobile has two Mifi mobile hotspot cards, one from each of two vendors: AT&T and Verizon. These cards are the means by which Bookmobile Librarians are able to connect to a network for mobile broadband service. Connectivity is required in order to provide optimum service to patrons on the bookmobile. The current vendors have been selected based on the highest possibility for connectivity across the state. With only a few exceptions, Librarians have connectivity with one vendor or the other at all Bookmobile stops.

It is imperative that both cards be on each truck during all service times because on any given day a Librarian's route of stops may require one vendor card at one stop and another vendor card at another stop. In order to ensure that both cards are on the truck at all times and available for use in providing service to the patrons, cards are to remain on the trucks at all times.

There are two exceptions:

- 1- During weather with extreme temperatures
- 2- When the truck is taken in for service

Under either of these circumstances, the cards will be stored with the laptops in a locked area in the Bookmobile Headquarters. Cards are not to be taken home in the evenings or on the weekends.