

Book a Librarian FAQ's Bloomfield Public Library

What is a Book a Librarian appointment?

The Book a Librarian appointment is offered by the Bloomfield Public Library to help the residents of Bloomfield have uninterrupted assistance from a librarian. This appointment is to help assist with basic technology issues and library resources. These appointments are available in person.

What it is not...

This appointment is not for ongoing tutoring. Patrons who are in need of in depth tutoring on a topic may be redirected towards our databases or other services available. Librarians are here to help you learn, they will not be able to do the work for you.

Our patrons' privacy is very important to us. With that being said, these appointments should NOT include any kind of personal or confidential information.

If you are bringing a device, you must be familiar with the device prior to the appointment. Additionally, patrons **MUST** know their passwords.

It is up to the librarian's discretion if your appointment is to be accepted or not. While librarians are all knowing wizards, they do not hold all the answers of the universe and may not be able to assist with every problem. This includes help with medical or tax documents, our librarians are not trained to help with these types of issues.

How to make an appointment?

To make an appointment with a librarian, please either visit the Reference desk or call 973-566-6200 x210. Please let us know what you would like to learn about and what time works best for you. Someone will be in contact with you to schedule an appointment.

APPOINTMENTS MUST BE MADE NO LATER THAN THE MONDAY PRIOR. OTHERWISE YOUR APPOINTMENT REQUEST WILL MOVE TO THE FOLLOWING WEEK.

My appointment is made, what do I do now?

Once you have confirmed that your appointment has been scheduled, report to the Reference desk at your allocated time on the day of your appointment.

I can't make it to my appointment, what do I do?

If you know you are unable to attend your appointment, please notify the Reference desk or call 973-566-6200 x210 at your earliest convenience. **PLEASE NOTE:** If you are 7 minutes or more late to your appointment, you will be asked to reschedule. If you are a NO CALL NO SHOW, you will be suspended from making another appointment for 1 month. If it happens more than once, you may not be able to participate in this program again.

Other Information

If your appointment involves your own device such as a kindle, laptop, etc., please make sure you indicate what the device is.