**Name** - Supervisor - oversees the Centre daily and reports any problems to Manager name.

**Name** - Manager and Tuesday instructor

**Name** - Wednesday instructor

**Name** - Thursday instructor

**(all of Computer Sharing Centre Ltd)**

Please could members report any issues that they may find concerning the Centre, in a brief description on the **“Any Comments?”** sheet in the sign-in folder next to each computer.

These sheets are checked regularly.

**The Centre is for members and temporary members only.**

Temporary Membership forms are on the wall outside the Centre.

**The ENTER NAME Centre is open from 8am – 10pm daily and is staffed on Monday to Thursday mornings by:**

1C0310

**Help & Support**

