

Computer Lab Usage Policy

UALR Department of Art—FA269B

1. This is not an open computer lab.
All students who have taken and successfully completed the course Designing With New Technologies from this university may use the computer lab. If you have not successfully completed this course you may not use the lab. If you have taken a similar course at another university you must get approval from a Graphic Design instructor before using the facilities.
2. No food or drink in the computer lab.
3. Students are not permitted to install, modify or delete any software on lab computers.
4. Recreational use of computers during busy times is not permitted. (Recreational web-surfing, recreational e-mail, chat, games, etc.)
5. Under no circumstances is the lab to be left unattended.
6. The computer lab monitors are responsible for students and equipment in the lab during their assigned time periods. Faculty and staff working in the lab are responsible for students and equipment in the lab at all other times.
7. It is mandatory that an art department faculty member, staff member, or computer lab monitor specifically designated by the art department be present in the lab during all times of usage. It is mandatory that this responsibility not be delegate to anyone other than the aforementioned individuals.
8. Scheduled classes/lab time have priority over other computer use.
9. The color printers will be used only for designated class assignments. Printed proofs and final copies will be kept to minimum.
10. When it is time for the lab to close, students working in the lab are expected to comply with the monitor's request promptly and courteously.