

SEE Computer Lab/Student Room (Potter 360) Agreement

The SEE Student Room in Potter 360 (hereafter referred to as 360) is a place set aside for SEE students and students in SEE courses to work, study, and access dedicated computers.

Use of 360 is a privilege and students are expected to treat the room and other students in the room with respect.

Use

360 is restricted to students in SEE and students in SEE courses. It is NOT a general-purpose room for Purdue students.

While it does not have the atmosphere of a library, students should be considerate of others attempting to work and keep noise to a minimum.

SEE students can invite other Purdue engineering students to work with them in 360 for the purpose of group work or projects. SEE students who host non-SEE students are responsible for their guests.

IMPORTANT:

360 is secured by a keypad whose code will change every semester and should NEVER be distributed to anyone except at the discretion of SEE faculty and staff.

Students who give out the key code may have their 360 access privileges revoked.

DO NOT prop open the 360 door.

Books

The books are for student use, however, please do not remove from POTR 360.

Computers

There are six computers available for general use by students, and are running Windows 10. School work or SEE-related business takes priority and students using the computers for general purposes (web browsing, email) should log off if there is not another computer free.

(There are other computers dedicated to research work and use for GaBi.) This is not a general use computer lab – we do monitor the computers and only SEE students and those in SEE classes should be using the computers. If you require software that is missing from the computers, please email see@purdue.edu and it will be installed.

Printing

The use of 360 printer is limited to school work and SEE-related business. It is currently a free resource offered by SEE. Please respect this free resource (and the environment) by printing only what is necessary. We will monitor print use; excessive use or use by students who are not in SEE students or in SEE courses may result in page charges.

SEEE Office Space

The desk and file cabinet labeled for SEEE is for SEEE officer use only. The microwave and refrigerator are for use by all SEE students, but provided and managed by SEEE.