

## Computer Lab Usage Policy

### Mathematics Department, New Brunswick

In an effort to maintain our facilities and provide users with adequate computer access on campus, all users are expected to adhere to the following policies:

1. No food or drink is permitted in rooms where computer equipment is present.
2. Users are not allowed to disconnect computer equipment for any reason.
3. All problems and questions regarding computer and printer usage should be directed to the Math Information Technology staff at [help@math.rutgers.edu](mailto:help@math.rutgers.edu) or call **732-445-2390 x1318**
4. All users are expected to clean up after themselves; this includes recycling of printer cover pages, and paper scraps that may have fallen on the floor or have been left around equipment.
5. If you are the last person out of the room, please turn off the lights and make sure the door is closed and locked behind you.

Failure to follow these guidelines may result in the loss of computing and/or printing privileges, as appropriate, with regard to Mathematics Department equipment in the Hill Center.

Thank you for your cooperation!