

CODE OF CONDUCT - COMPUTER LAB

Developed by Creighton Medical Students

- Keep the lab clean. Please, no food and no open-top containers of liquids. There are paper towels and a spray bottle in the cabinet under the printers.
- Make sure the projector is OFF when not in use. The projector is meant for scheduled, large group studies and is very distracting to other lab users.
- The lab is designated primarily a quiet zone for study and work. Quiet discussions by 2-3 students collaborating on a project for presentation are expected. Larger discussion groups should find other facilities in which to meet.
- The computer lab is for the general use of all medical students. The only exclusive use times are during scheduled on-line testing periods and scheduled computer laboratories. We do not intend to close the lab for other meetings or gatherings. If a medical school group needs to meet in the lab to use the computers, please contact the OME staff to check on availability and they will try to arrange for a section of the lab to be set aside for that purpose, but the rest of the lab will still be available for other student's use.
- The lab is for students in the School of Medicine. Please do not release the cipher lock code to people outside of the School of Medicine.
- **If you start to see non-medical students using the lab regularly, let someone from the OME staff know!
- If anything in the lab is not working the way it should (or the way you expect it to work) please contact Bill Robinson or Matt Stork so they can assist. Don't assume that they will discover the problem on their own.
- A limited stock of extra printer paper is available in the cupboards above the printers. Please try to protect our free printing privilege by limiting printing to essential curriculum requirements.