Digital Fabrication Lab Rules and Regulations
(Interim Rules)

The computer rooms' rules and regulations are not there to spoil anyone's fun. We have a large number of students all using the same facilities, so it is important that there are some procedures in place, which help to maintain the smooth running of the computer rooms. Computers are provided for use in support of approved course work, and should be treated as a shared work tool.

All users must behave in a manner that respects their fellow students, staff and equipment. In addition to the normal University regulations, the following points must be obeyed:

- CC-325 Digital Fabrication Lab is for the use of Culture, Creativity and Management (CCM) students and faculty. Unauthorized individuals are not allowed to enter or use any facilities in this studio.
- These two HP DesignJet T830 printers are to be used for Division of Culture and Creativity (DCC) Faculty work only. Students please use the College Printing service or the available print shop outside the campus.
- **NO FOOD OR DRINK** is allowed in the computer lab. NO EXCEPTIONS!
- Don't leave rubbish lying around the rooms – use the bins provided. If for some reason, the bin is removed, please bring any discarded papers, bottles, etc, with you. It's much nicer to work in a clean room than a dirty one!
- Do NOT adjust, reconfigure, or attempt to repair hardware or equipment in any way!
- Pornography, offensive, or inappropriate content websites are prohibited!
- No user shall, take or omit to take any actions which damages, restricts, jeopardises, impairs or undermines the performance, usability or accessibility of the computing facilities, the communications network, systems programs or other stored information/data.
- Please try to maintain a quiet environment. Do not make any unnecessary noise, and please silence mobile phones in this lab. If you need to discuss work, please work in one of the other rooms.
- A breach of any of the above regulations will constitute a breach of discipline and will be subject to the appropriate disciplinary procedures.

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