

DANCE AND THEATRE MacLab/ Studio

Stovall 118 940.369.7266

Spring 2006 - Open Hours

Monday	1:00 am to 9:00 pm	Thursday	2:30 am to 9:00 pm
Tuesday	3:00 am to 9:00 pm	Friday	11:00 pm to 4:00 pm
Wednesday	3:00 am to 9:00 pm	Saturday	Closed
		Sunday	Closed

Stovall 118 is a dance studio space. If you need this space for rehearsals you must fill out a rehearsal space request form and submit to Professor Cushman. If the MacLab component is not open, you will not be able to access the computers. The Mac/Lab is only available during MacLab hours.

The MacLab is for use by Dance/Theatre students only. We are here to help you, but we do have a few rules. If you have any questions, please ask.

A UNT student ID is required. A lab assistant will assign you a computer and return your ID when you are ready to check-out.

University policy states: All computers in this facility are for Dance/Theatre course work only.

No Food or Drinks are allowed in the lab.

Lab Assistants are NOT permitted to do any part of your assignments. They are here to give basic assistance with the software programs, troubleshoot hardware problems, and answer questions about your assignments.

When saving documents to the computer it is **IMPORTANT** to save to the Student Use folder.

Any documents left on the desktop will be deleted after each login/log out or restart.

Use the Mac server space for temporary storage of your files and documents. After completing a project **it is advisable** to backup your files to a CD-RW or USB/thumb drive.

If your document is ready to print or is printing at closing time, it is at the discretion of the lab assistant to stay and finish the job.

The lab will not stay open past posted hours. Printing may be completed either the next day or at one of the General Access Labs.

There is one printer. You are allowed 40 color prints per semester, per printer. The number of copies is limited by your server account.

If there are any problems with the equipment or you have a question, please ask for assistance.

Lab hours are in effect as long as personnel are available to work. If a lab assistant is not available the lab may have to be closed.