

## Your Reservation End Time:

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### Grainger Engineering Library Fall 2020 Reservation Policies

Grainger Library reserves to the right to cancel seating reservations and revoke the patron's seating privileges for non-compliance. Students may also be reported to the Office for Student Conflict Resolution.

#### Please Read and Understand All Reservation Policies:

- Patrons **MUST** provide proof of a negative test with the appropriate Safer Illinois app or COVID-19 Boarding Pass at the door.
- Masks must be worn at all times.
- Patrons must check-in with their I-card at the Circulation Desk no more than 10 minutes before the reservation start time.
- **If you leave the building, you may not re-enter.** Do not leave belongings.
- **Patrons must stay in their designated seat for the duration of their reservation** – except for restroom visits.
- Patrons will be asked to wipe down tables, chairs, lamp switches, etc. as part of their reservation time. Please do your part to help maintain a healthy work environment.
- **Do not walk around the building.** You will *forfeit your reservation by being in any closed sections or areas of the building that are not within your designated seat area.*
- **Course Reserves materials are *not* available for the Fall 2020 semester.**
- Printing is available in EWS and Print station, but you should do so at the *end* of your reservation.
- All Library collections areas are closed to patrons due to 7-day quarantine requirements. All library materials must be requested through the online catalog for later pick up.
- Absolutely no food. Water bottles or covered beverages are permitted.
- Vending machines are not available.
- Do NOT move furniture. Single chairs are at each appointment seat location.
- Problems or issues must be reported to the Circulation Desk immediately.

#### Study Spaces: Maximum duration: 2 hours; 45 minutes

Areas include: One West; Grand Gallery, and 4<sup>th</sup> Floor Center Tables

#### Computer Workstation Seats: Maximum duration: 1 hour 45 minutes

Areas include; Computer Cluster 1<sup>st</sup> Floor East, Public Terminal/Scanner, and 4<sup>th</sup> floor EWS Lab