

Mission

UNT General Access Computer Labs are intended to meet the general academic computing needs of UNT students. These labs are supported and maintained primarily through a portion of the Technology Use Fee.

Policies and Procedures

Checking In:

- Computer Lab access is granted on a first-come, first-served basis to patrons who are registered in the UNT database.
- Valid University photo ID card must be presented at the check-in counter. Alternatively, a government-issued photo ID may be used for one-time access only.



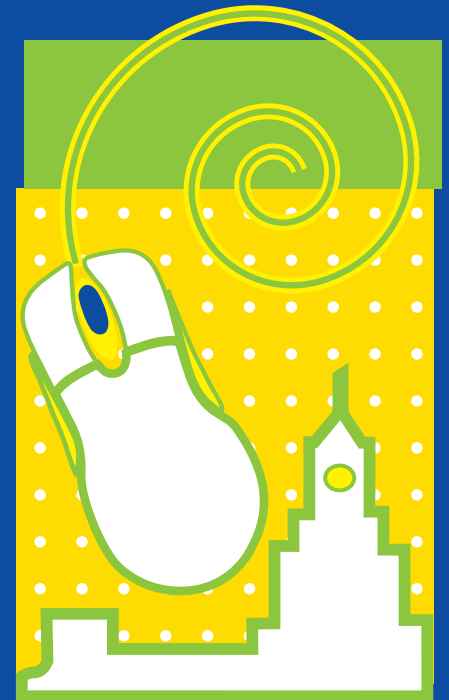
Lab Usage:

- Only one patron per station is allowed.
- Only questions pertaining to lab software and equipment may be handled by lab employees. Lab employees may not touch the keyboard.

Printing Policies

- Only materials related to course work may be printed by lab patrons.
- Internet printing counts only as course work with the Lab Staff's permission.
- Patrons are responsible for knowing how many pages a document, including internet pages, contains BEFORE the print job is executed.
- Patrons are not allowed to print flyers or signs unless they are directly related to UNT course work. Proof is required.
- Patron may print up to 20 pages at a time.
- Multiple copies of the same print job are not allowed. Print jobs are considered the same if most of the original printed page is intact.
- Large print jobs (i.e. thesis or dissertation) must be cleared with the Lab Manager and must be limited to one final copy.
- Large print jobs should be printed during off-peak hours, evenings, or weekends.
- Patrons are encouraged to use double-sided printing when available and appropriate.
- Lab Managers have the authority to restrict printing and/or lab access from any patron who abuses printing policies.
- Lab Managers will document printing policy abusers and share that information with other Lab Managers.
- Lab Managers have the authority to grant special printing requests.

General Access



Computer Labs

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