The electronic classroom is a multifunctional space with:

- teacher station with laptop
- projector, speaker system and telephone
- Smartboard with touchscreen ability & related software
- Elmo overhead projector
- DVD/VHS player
- 12 desktop computers along periphery of room
- 14 hideaway laptop computers in central conference style table

Suggested uses for this multifunctional classroom include:

- Information Literacy instruction classes
- library workshops
- academic meeting space
- Center for Teaching and Learning workshops
- faculty and staff webinars and technology training
- seminar style class with technology needs that this classroom supports
- student presentation practice sessions
- large student group workspace

**Reservations:** The reservation calendar for the room will be maintained at the library’s Information Desk. Reservations may be made either in-person at the desk, or by calling 341-2289.

- The room may only be used if reserved through the Information Desk*
- Needed equipment should be requested at time of reservation, to ensure that the classroom is ready for use. (please keep in mind, that setting up the classroom may take up to ½ hour)
- Faculty and staff may reserve the room for use during all regular library hours. Students may place a reservation up to two days in advance of use. On weekdays when classes are in session, students will be restricted to reserving times after 5pm for a maximum duration of three consecutive hours of use by each group.

Due to high demand for the classroom:

- Canceling a reservation is requested, when the reserved classroom is no longer needed. Canceling can be done by phoning the information desk at 341-2289.
- Faculty may reserve the electronic classroom for a maximum of 2 class sessions per semester per course.
- Students are encouraged to reserve a smaller study room if it meets their needs, before reserving the electronic classroom.

*The classroom cannot be reserved from 2:00 a.m. to 7:00 a.m. during the 24-hour period, when it becomes the quiet study space.

*Person who books the classroom must agree to and sign the Classroom 106 Usage Agreement.