

INTER AMERICAN UNIVERSITY OF PUERTO RICO
SCHOOL OF OPTOMETRY
CENTER FOR ACCESS TO INFORMATION (CAI)

STUDY ROOMS RULES

COVID-19 pandemic modification

FACILITIES

- Five study rooms.
- One room dedicated to a computer & a color printer/scanner/photocopier.
 - Computer is to be used to print finished jobs and not to edit them, to prevent crowding.

ACCESS

- Access using the CAI's back door.

HOURS

- Open 24/ 7

RULES

- **EXCLUSIVE TO OPTOMETRY SCHOOL STUDENTS.** Up to two students per room.
- **Keep a safe distance** of 6 feet between each other.
- **Use a face mask at ALL times.**
- **SIGN in** on the sheet in front of the door and write the time when you enter and the time when you leave.
- Do not to leave personal belongings; this does not guarantee the room's reservation.
- Maintain a clean room.
- Maintain a considerate level of noise.
- Clean the board and turn off the lights before leaving.
- No food or beverages.
- Rooms are not for:
 - Any activity that disrupts the study and work environment.
 - storage
 - leave cell phones or computers charging while the room is unattended

**BREAKING THE RULES OR MAKING INAPPROPRIATE USE OF THE ROOMS
WILL LEAD TO DISCIPLINARY ACTIONS**