

Privileges and Responsibilities For Electrical and Computer Engineering Students

1. Lab Equipment and Cleanliness:

The Electrical and Computer Engineering Department strives to provide sufficient quantities of modern, up-to-date, well-maintained equipment. Funding is limited and this is a challenging task. There are laboratory sessions taking place almost every weekday in the morning and afternoons. Lab equipment is shared by several different groups and we ask you to do your part to minimize equipment shortages. Equipment that has been moved by you must be returned to the original location that you moved the equipment from at the end of your work session.

Do not move equipment, chairs or stools from one lab to another without first obtaining permission to do so.

Do not leave your work area in a messy condition, return components to their respective locations, throw papers, eraser fragments and other garbage in the waste basket.

2. Lab Access Privilege:

Most university departments in North America restrict usage of undergraduate laboratories to regular day hours. Our department apparently, is unique. We decided that we will trust our students so we are allowing them to use the facilities without department staff supervision during the weekends and in the evenings.

Access to the Electrical and Computer Engineering undergraduate lab facilities are given with the use of a PIN code that can be entered into the lock mechanism on the lab door to grant access. These PINs are assigned on an individual basis and must not be given out to others. It is your responsibility to ensure that others do not use your PIN to access the labs.

Ensure that the lab doors remain closed at all time to help prevent unauthorized people from accessing the lab spaces.

You may find your PIN for access to the Electrical and Computer Engineering labs at: <http://ece-websserver.usask.ca>

If you do not have a PIN assigned to your NSID then e-mail either Rory Gowen (rory.gowen@usask.ca) or Chandler Janzen (chandler.janzen@usask.ca) for a PIN.

NOTE: It may take up to two weeks from the start of classes in September for your PIN to show up and become active.

3. Defective components and Equipment:

Please notify your TA (Teaching Assistant), Lab Instructor or one of the Support Engineers about any defective equipment that you find in the lab rooms.

4. No food or drink:

Food and/or drink(s) are not allowed in the undergraduate labs. Failure to comply with this rule may result in the revocation of your lab access privilege.

Release

Acceptance of Electrical and Computer Engineering Lab Access Privileges

I, _____, am aware of the hazardous nature of the
(print name)

laboratory activities and recognize that there are risks involved in working in Electrical and Computer Engineering Laboratories. Therefore, I agree to use all safety precautions available to me and accept responsibility for my actions while in the Electrical Engineering Laboratories. I also agree that failure to abide by the “Privileges and Responsibilities for Electrical and Computer Engineering Students” as outlined on the previous page and/or to use proper safety precautions may result in the suspension or revocation of my lab access privilege.

(Signature)

Dated this _____ day of _____, 20____ in Saskatoon, SK.

NSID: _____