

# Computer Lab Locations and Policy

## Computer Lab Policy

### Login is Required

Campus computing patrons must log into all machines in Geneseo's computer labs. Login will provide access to the computer and the printers in the labs. A valid login consists of your Geneseo email username and password.

### Do not store files on lab computers

Lab computers automatically delete profiles in order to conserve limited hard drive space and improve performance. It is highly recommended that lab patrons store their files on cloud storage such as Google Drive or Microsoft OneDrive both of which are accessible with your Geneseo account, or utilize alternatives such as Drop Box or iCloud Drive. Removable Media (Thumb Drives, External Hard Drives, SD Cards) can also be used on computers that have the appropriate connections.

### Remember to Logout

When you are finished using a computer in the lab, don't forget to logout. If you do not logout, the next person who uses that computer will have access to all of your personal files (including your email). The next user will also be able to use your print balance.

**Windows:** Click on the Windows Start Button (squares in the lower left); on the left side, click on the circle icon with a person and select "sign out" or use the "Log Off" icon located on the desktop.

**macOS:** Click on the Apple menu; select Log Out.

### Printing

Most computer labs have a printer in the room or a PublicToshiba located nearby. See [Cloud Printing at Geneseo](#) for PublicToshiba locations.



#### Printing Account Balance

For more information on the cost of printing, [read our document on Student Printing Policies](#).

## Computer Lab Locations

Below is a list of [Public Computer Labs](#), [Department Computer Labs](#), and [Classrooms with a Teacher Station](#). For a list of software found in the various labs visit [Computer Lab Software Information](#). If you would like to reserve one of the reservable computer labs for a class or other function, please contact [The Office of Scheduling, Events and Conference Services](#).



#### COVID-19 Social Distancing

For the Spring 2021 semester, most computer labs have reduced capacity to account for Social Distancing requirements.

### Public computer labs

| Location            | Platform | Number of Stations   | Reservable | Printing Available   |
|---------------------|----------|--|------------|----------------------|
| Brodie 202          | Mac      | <del>40</del> 5  | Yes        | Yes                  |
| Brodie 147          | Windows  | <del>36 + 1 (Teacher)</del> 18 + 1 (Teacher)                       | Yes        | Yes - PublicToshibas |
| Fraser Hall Library | Windows  | <del>4 + 1 Accessibility Station</del> 2 + 1 Accessibility Station | No         | Yes - PublicToshibas |
| Fraser Hall Library | Mac      | 4 2  | No         | Yes - PublicToshibas |
| South 329           | Mac      | 4 2  | No         | Yes - PublicToshibas |
| South 329           | Windows  | <del>5</del> 2   | No         | Yes - PublicToshibas |
| South 345           | Mac      | <del>30</del> 9  | Yes        | Yes                  |
| Union 110           | Windows  | <del>8</del> 4   | No         | Yes - PublicToshibas |
| Union 110B          | Windows  | <del>3</del> 1   | No         | Yes - PublicToshibas |
| Union 112           | Windows  | <del>2</del> 0   | No         | No                   |

### Department computer labs

These labs may be restricted to those in an appropriate major or class, please see the department for access.

| Location    | Department    | Platform | Number of Stations                                  | Reservable | Printing Available |
|-------------|---------------|----------|---|------------|--------------------|
| Bailey 114B | Psychology    | Windows  | 8 (Laptops)   | No         | No                 |
| Bailey 205  | Geography     | Windows  | <del>30</del> + 1 (Teacher) <b>15 + 1 (Teacher)</b> | No         | Yes                |
| Blake C 110 | Communication | Windows  | <del>8</del> <b>Closed for Spring 2021</b>          | No         | No                 |
| ISC 147     | Biology       | Windows  | <del>6</del> <b>Closed for Spring 2021</b>          | No         | No                 |
| ISC 216     | Physics       | Mac      | <del>40</del> <b>8+ 1(Teacher)</b>                  | No         | No                 |
| ISC 226     | Physics       | Windows  | <del>43</del> <b>12</b>                             | No         | No                 |
| ISC 236     | Geology       | Windows  | 20  | No         | Yes                |
| South 138   | Business      | Windows  | <del>40</del> <b>7</b>                              | No         | No                 |

## Classrooms with a Teacher Station

| Building                  | Platform | Classrooms                   |
|---------------------------|----------|------------------------------|
| Fraser Hall               | Windows  | 108, <del>213</del>          |
| Integrated Science Center | Windows  | 115, 131, 325                |
| Newton Hall               | Windows  | 201, 202, 203, 204, 205, 214 |
| South Hall                | Windows  | 336, 338, 340                |
| Welles Hall               | Windows  | 24, 26, 121, 123             |

## Related Articles

- [Computer Lab Software Information](#)
- [Student Organizations in Computing Labs](#)
- [Using the Geneseo Virtual Computer Lab](#)
- [Computer Lab Locations and Policy](#)

## More Help

For questions, contact the CIT HelpDesk by calling (585) 245-5588, or [submitting a request](#).