



TEXAS A&M UNIVERSITY
Center of Digital
Humanities Research

Humanities Visualization Space (HVS) Usage Agreement

The HVS is located at Room 433 of the Liberal Arts & Humanities Building (LAAH). It can be reserved for events (e.g., workshops, guest speakers, and other events utilizing the interactive visualization space), teaching (e.g., special class lectures, class projects, or discussion periods), and research. The room accommodates up to 25 people (but more comfortably fits 20 people or less).

Faculty members and students may access the HVS during normal business hours (Monday–Friday, 8:00 AM–5:00 PM) if it is available. Students who need to access to the HVS after normal business hours must have a faculty member (e.g., Supervisor or Committee Chair) co-sign this agreement*.

Users of the HVS are responsible for the set-up and clean-up of the room, including:

- collecting and properly disposing of any trash;
- returning any moved furniture to its original location (e.g., stacking chairs on the caddy);
- powering down the projectors (2).

Users should also:

- be sensible with regard to audio volume so as not to disrupt other activities in the building;
- avoid leaving the room open and unattended (you will be held responsible for missing or damaged equipment);
- avoid touching the projector screen.

The Center of Digital Humanities Research will be available during normal business hours to assist with the HVS’s technology.

Please sign and date this document below to acknowledge your agreement to these terms of use:

Printed Name

*Faculty Co-signer Name

Signature

*Signature

UIN

*UIN

Date

Date