8 Things for Undergraduate Students Currently Enrolled in an Art Class to Complete for Friday Open Lab Access
UCR Department of Art during Covid-19

1. Complete the Online Lab Orientations: Art Lab Safety: Painting & Drawing for the Painting/Drawing Lab & the Art Lab Safety: Sculpture Lab for the Sculpture Lab via ucrlearning.ucr.edu. Upon completion, you’ll receive a Lab Policy & Waiver to sign digitally. If this has been completed in a previous class, it does not need to be repeated.

2. Complete the Online UCR Covid-19 Student training module via iLearn. Forward the training completion confirmation email to your instructor. You only have to do this training once.
   a. Login to https://iLearn.ucr.edu
   b. Click on “Courses” (upper right-hand corner)
   c. Click on “Health and Safety” folder (under Course Catalog)
   d. Click on the arrow next to the course ID “EHS_Training_Comm” next to “Mandatory training”
   e. Click on “Enroll”

3. Reserve a workstation or equipment at the lab that you want access by Wednesday evening.
   a. Go to art.ucr.edu/resources & click on Undergrad Reservation System then log in with net ID & password.
   b. Select the date you’d like to come in (only Fridays).
   c. Select the Facility Owner: Art
   d. Add the Security Code: ARTS
   e. Select the Facility and Workstation you’d like to reserve and then click the Search button.
   f. Select the time you’d like to arrive.
   g. Name of Event: type in Open Lab, Training, Equipment Reservation, or Materials Pick Up
   h. Type of Event: Other
   i. Select an End Time: either 11:30am or 3:30pm.
   j. Expected Capacity: 1
   k. Answer the Questions section.
   l. Add any Special Requests/Comments if you have any.
   m. Check the Box to verify that you have read the facility user agreement & cancellation policy.
   n. Click on the Confirm Requested Dates button
   o. Click the Submit Button

4. On the morning of your reservation, bring a face covering & use the following link to self monitor & report symptoms.
   b. If you have symptoms, stay home & email Department Chair, Yunhee Min, yunhee.min@ucr.edu AND Department FAO, Susan Komura, susan.komura@ucr.edu.

5. Upon arrival to the lab, you must show your UCR Symptom Tracking Clearance Certificate via phone, laptop, or print out, & use hand sanitizer and disinfect your workstation upon entering the lab.

6. Before you leave, complete cleaning/disinfecting of all areas/equipment & submit a Logout Form QR posted at your workstation. Check in with the lab tech before you leave.

7. To adhere to state, local, & UC requirements, face coverings that cover the nose & mouth are required for everyone while on UCR campus & off campus facilities. You’re required to wear a face covering indoors at all times, even if you are alone within a space. If you are walking or working along outdoors, you must have a face covering with you & put on the face covering if you come within 6 feet of other individuals not living in your household.

8. You are required to maintain physical distancing of 6 feet of other individuals at all times.

Non-compliance with COVID-19 health & safety standards at the Art Labs will be considered disruptive and a violation under the UCR Standards of Conduct. You will be asked to leave the premise immediately & forfeit future visits.

You can report Covid-19 or Public Health concern to the Department Chair or with this link https://ucriverside.az1.qualtrics.com/jfe/form/SV_1YBlstrVO7GmNsV

Students can request a face covering with this link!
Students can get info about Student Health Services with this link!

COVER YOUR FACE
UC REQUIREMENT Cover mouth and nose around others or in public.

Contact Jason Gowans for assistance.
jason.gowans@ucr.edu

Students can get info about Student Health Services with this link!

Photo/Digital Lab
040, 045, 323

Sculpture Lab
Rooms 402 & 405

Friday Open Labs: 9-11:30am & 1-3:30pm

Contact Andrea Hidalgo for assistance.
andrea.hidalgo@ucr.edu

No Lab on Friday, Nov 27 for Thanksgiving!

Maintain physical distancing of 6 feet when in public.

Students can request a face covering with this link!
Students can get info about Student Health Services with this link!

COVER YOUR FACE
UC REQUIREMENT Cover mouth and nose around others or in public.

Contact Jason Gowans for assistance.
jason.gowans@ucr.edu

Students can get info about Student Health Services with this link!

Photo/Digital Lab
040, 045, 323

Sculpture Lab
Rooms 402 & 405

Friday Open Labs: 9-11:30am & 1-3:30pm

Contact Andrea Hidalgo for assistance.
andrea.hidalgo@ucr.edu

No Lab on Friday, Nov 27 for Thanksgiving!

Maintain physical distancing of 6 feet when in public.