

Regulations for the use of rooms designated for group work

" Collective Thinkig Space" (PL: Przestrzeń Wspólnego Namysłu, PWN)

The prerequisite for borrowing the PWN Room is having a valid University of Warsaw Library card!

DESTINATION OF PREMISES OWN

1. The rooms are intended for independent work of student teams.
2. The teams may use rooms for the implementation of tasks resulting from the work carried out under the study program, student clubs or their own work.
3. It is forbidden to use the rooms for individual work - with the exception of remote versions of aforementioned activities.
4. The rooms must not be used for work not related to university activities. In particular, it is forbidden to conduct tutoring and other gainful activities, as well as to take actions that violate the student's dignity and violate the regulations at the Faculty of Physics.
5. The rooms are monitored electronically and are located under the so-called public oversight.

RENTAL SYSTEM

1. Reservation of the PWN room is made via the website iuw.edu.pl (it is not possible to book at the Library).
2. The rooms are lent by means of the library system (library account cannot be blocked) upon prior reservation.
3. PWN 1-5 are available only to FUW and MISMaP students. PWN 6-10 are available to all UW and WUM students.
4. The rooms are available from Monday to Friday from 8:00 a.m. to 9:00 p.m. and on Saturdays from 9:30 a.m. to 3:30 p.m.
5. The person renting the room is responsible for the way it is used and its equipment throughout the entire period of use.
6. The borrower gets an access card to the selected room in the Library of the Faculty of Physics.
7. Rooms can be booked for no more than 7 hours a day and 21 hours a week.
8. If the room is booked in time after the library closes (6 pm), the access card must be collected during the library's working hours.
9. If the PWN room is used after 6 p.m., the access card should be returned the same day, throwing it into a special container located at the reception desk in building A.
10. The system will automatically cancel the reservation of the PWN room, 15 minutes before its start, if the room access card is not collected from the Library.

OBLIGATIONS OF PERSONS RENTING PWN ROOMS

1. After entering the room, the borrower is obliged to check its condition and immediately notify the library employee about any irregularities (in particular the condition of the monitor and the availability of all connecting cables). Otherwise, the person renting the room will be responsible for any irregularities.
2. After the end of the use of the room, the borrower is obliged to close the door to the PWN room with the access card and return it to the library or at the reception desk (in the case of using the room after 6 pm).
3. If any irregularities in the state of the PWN premises are found after 6 pm, they should be reported to the library employee the next morning.
4. Upon completion of work, users are required to leave the room in an orderly manner.
5. Failure to collect the booking twice and frequent failure to use the full booking time results in blocking the booking for the current and next month.
6. Failure to comply with the regulations will result in preventing access to the premises of PWN and the consequences resulting from the regulations at the Faculty of Physics.

Compiled and approved:

M. Zimmermann