



High Tech Center

Gavilan Community College, 5055 Santa Teresa Blvd., Gilroy, CA 95020 (408) 848-4823

HOURS

Open Monday & Wednesday from 9am until 4pm.

Open Tuesday from 9am until 6pm.

Open Thursday from 9am until 5pm.

Open Friday from 9am until 4pm.

(Closed Monday & Wednesday from 12:50-2:10pm)

GENERAL RULES

1. It is necessary to **sign in** and **out** on the **Log-in computer** in the LRC every time the lab is used.
2. You must bring a 3 1/2" disk or flash drive for your work or you may check one out for the semester. You may leave your disk in the Center or take it with you. If you take it with you, it must be checked for viruses prior to each use.
3. You may not bring any software into the Center. The software will be taken from you. You may not remove any software from the Center.
4. You are not allowed to make any copies of the Center software.
5. You need to treat the software and equipment gently. We want to keep it working for you for many years.
6. You may not bring food, drinks, friends or children to sit with you in the Center.
7. You are to remain in the Center only when you are working on an assignment. Although breaks are necessary and encouraged, we ask that you don't sit and visit with others using the lab.
8. The Center will remain open only when supervision is present.
9. Internet use is allowed for class related work only.
10. Cell phone calls must be taken outside of the lab.

Please Note: In the event of illness, emergency or scheduled event, the lab hours may be changed or cancelled.