



Groundworks: Policies

About Us

- Groundworks welcomes all **U of M Faculty, Staff and Students**.
- Groundworks is open and its resources are available whenever the Duderstadt Center is open.
- Activities conducted within the Groundworks **must adhere** to policies and guidelines outlined by the **University of Michigan Standard Practice Guide**, and by **Environmental Health and Safety**.
- It is the responsibility of the User to adhere to the University guidelines found in **SPG 601.28** regarding creation and ownership of media created in Groundworks.

Use this QR Code to view SPG 601.28



Safety

- Users are **not authorized** to unplug, reconfigure, or rewire the equipment of the space.
- The computers are wiped regularly. **You are responsible for your data.**
- Hardware connected to computers in Groundworks have priority. If not using included hardware at a workstation, **you may be asked to move.**

Use

Groundworks is a collaboration area. **Conversations are expected and accepted.** Feel free to speak aloud to peers.

Please **be aware** of your surroundings and **be polite** when either making noise or working around noise.

Users are **not permitted** to hire out their services while using the Groundworks facilities.

When you leave:

Before leaving Groundworks be sure to **return tools** to the consulting desk, **clean up** any mess you may have made, and **take all project work** and personal belongings with you.

Unattended items will be turned over to Lost and Found or discarded.

Groundworks **staff is not responsible** for the theft, damage, or misplacing of items.

Access may be revoked for non-compliance with these policies.

