

**Parker H. Petit Institute for Bioengineering and Bioscience
Biomodeling Computer Laboratory (Room 1125)**

Account Request Form

(Fill and take this form to room 1125 with your picture ID)

First Name: _____ Last Name: _____

Date: _____ Expected Graduation Date: _____

Current OIT Account (PRISM) username: _____ @**mail.gatech.edu**

You must already have a valid OIT account prior to requesting a Biolab computer account.

Department/School: _____

Phone Number: (____) _____ - _____ Office Location: _____

Advisor Name: _____ Advisor Signature: _____

Biomodeling Computer Laboratory (BCL) Usage Policy

- The BCL is opened 24/7. You may enter the lab with your Buzzcard after you have been granted access. If your Buzzcard does not work, please visit the IBB front desk for assistance.
- This is a general purpose computer lab, but due to the limited number of computers, researchers have first priority.
- Storage space is provided in the Biolab server with a maximum capacity of 5GB per account. This limit is subject to change upon proper notification via e-mail to your official Georgia Tech e-mail account. Exceptions will be granted on a case by case consultation with you and your advisor.
- Printing in the lab is available in support of research and educational activities related to **IBB *only***. The color printer must ***not*** be used for black and white only printouts. The printers are ***not*** available for personal/private use. Thesis related material must not be printed in the lab. Printing several copies of the same file is prohibited, you may print one original and duplicate it on a copier machine. Any use of the printers in violation of this policy will result in revocation of printing privileges or the disabling of your Biolab account.
- All files are backed up nightly. The files must be present in the server at the time of backup.
- The windows desktop on the workstations must ***not*** be used as your regular storage space, use the "H:\\" drive or the "My documents" folder instead. This will improve speed while logging in and out of the workstations. Files stored in the windows desktop are not guaranteed to get backed up, unless you have logged off the workstation during the server back up.
- Poster printing services and policy information can be found at <http://services.ibb.gatech.edu>.
- Users may ***not*** lock the workstations in the lab and walk away.

By signing this account request form, you agree to comply to the Georgia Institute of Technology Computer and Network Usage Policy (http://www.oit.gatech.edu/information_security/policy/usage)

and the BCL usage policy, _____ .