

Starting April 16, 2001 you will have to use the new on-line scheduling tool.

The link <http://faces.ccrc.uga.edu/> should take you there, if not cut and paste in your browser.

As a previous user you should have received an e-mail to set up an account on the new scheduling tool.

You might have received two e-mails one will be for the SEM's and the other will be for the TEM/FIB.

This is a real time scheduling system and you will no longer receive confirmation of an appointment.

Please provide the necessary information (MoCode, Advisor, and user name if not yourself) in the "Comment Box" section before you submit the appointment.

To schedule an appointment select the schedule you wish to view. Available times will not be blocked. Put the cursor on the time you wish to start, left mouse click and let go and then drag down to the end time. You will be limited to a four hour session each time. There is a 24 hour cancelation policy in effect, you must cancel your appointment 24 hours in advance or you may be charged for your time. To cancel your appointment log on and select your appointment and click cancel. Only you or a manager can cancel your appointment.

If you forget your password or would like to book a session and you are not a user please e-mail the staff member responsible for the particular instrument, cvierret@mst.edu or songka@mst.edu . If you just want to view the schedules use the Group-AMCL, User-general, and the password-general1.

Failure to follow the rules of the lab can result in your privileges being revoked.