

## Computer Programming Lab, *Spring 2018* Game Room Regulations

The objective of this document is to provide you with a reference for the game room regulations that will be applied in the game room throughout the semester and to show you how to use the reservation system.

### Regulations

- Office hours will be strictly held in the game room (C5.305). No TA will provide any guidance **outside** the game room or the office hours slots assigned to her/him.
- Office hours will be organized in a first come first serve manner. This will be monitored using a reservation system. The number of teams per slot will be limited by the system. Each student will have a limited time to spend with the TAs to ensure that all students can benefit from the office hours.
- The office hours reservation system can be accessed here: [reserve.evaluator.in](https://reserve.evaluator.in). The slots will be available for reservation 24 hours before their starting time. In the appendix you will find a quick guide to using the system.
- Each team is only allowed to reserve one slot per day.
- If you do not show up for your reserved slot your team will be banned from the game room for 1 week.
- The office hours schedule is accessible here: <https://goo.gl/7jzDpM>.
- TAs will only guide students in the office hours but not actually code for them.
- Students should come to the office hours with their questions and issues prepared to make the best use of their time there. The office hours are only there as a guidance, you should not rely on them or expect to only work on your project within them.

# Reservation System

1. Login using the GUC email and password.

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HOME RESERVE LOGIN

### Login

Username \_\_\_\_\_@student.guc.edu.eg

Password \_\_\_\_\_

**LOGIN**

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2. You will find the list of available office hours slots. You should choose one slot to reserve.

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HOME RESERVE LOGOUT

### Reserve

## Thursday, February 23

2nd Slot (10:30 AM) **RESERVE**

3rd Slot (12:15 PM) **RESERVE**

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3. After that you will find a confirmation of the slot you chose to reserve. You can keep it as is or choose to replace it with another slot from the link below.

The screenshot shows a web interface for CSEN401 (Spring 2018). At the top, there is a blue navigation bar with the text "CSEN401 (Spring 2018)" on the left, "HOME RESERVE" in the center, and "LOGOUT" on the right. Below the navigation bar is a white box titled "Reserve". Inside this box, there are two rows of information: "Date: Thursday, February 23" and "Time: 10:30 AM". Below these rows, there is a link that says "Reserve another slot." At the bottom of the page, there is a dark grey footer bar with the text "© 2018 CSEN401 (Spring 2018)".

4. Finally, you will receive an email confirming your reserved slot.

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Dear Team 00,

This is to confirm your reserved office hours slot on **Thursday, February 23** at **10:30 AM**.

Make sure you're there on time! Missing your reserved slot will cause your whole team to be banned from the office hours reservation system for a whole week.

Game Team.