

## Conference rooms, user's room

J-PARC Research Bldg.	Cafeteria (1st floor) Conference rooms (2nd floor) User's room (2nd floor) Conference rooms (4th floor)
Conference rooms at Ibaraki Quantum Beam Research Center (IQBRC) were closed at the end of 2022FY.	

### J-PARC Research Bldg. Cafeteria (1F)



#### Notes on use

From 8:00 to 18:00 on weekdays, the entrance door to the building is open, so you can enter and exit freely. Since it is locked during other hours, please apply for a card key at the Users Office.

User LAN, eduroam, GWLAN, JLAN are connectable.

After use, please put back the desk and chair.

Beverage vending machine available.

### J-PARC Research Bldg. conference room

Conference rooms at J-PARC Research Building can be utilized by reservation.

Medium conference room 2nd floor, south	Main conference room 2nd floor, south	Medium conference room 4th floor, south
<p>Capacity: 35</p> <p>Projector and video conference system</p>	<p>Capacity: 80</p> <p>Projector, projector screen and video conference system</p>	<p>Capacity: 55</p> <p>Projector, projector screen and video conference system</p>

#### Reservation

Send e-mail to J-PARC general affairs Section at 'soumuinfo-web@ml.j-parc.jp'.

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User LAN, eduroam, GWLAN, JLAN are connectable. Keep it as it was after using the room for the next users.

# J-PARC Research Bldg. User's room (2F) User's room Moved to 2<sup>nd</sup> floor from April 2023!

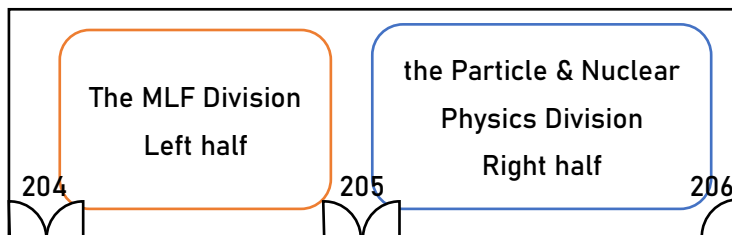
## User Room guideline

Where ? Room 204 & 205 & 206

at 2<sup>nd</sup> floor of J-PARC Research Building (JRB)

Area is divided into both side for MLF and Particle & Nuclear Physics in the room.

Ensure the guidelines below before using.



How to use ? From Monday to Friday Door open time :Always open from 8:00am until 7:00pm

Open door while after office hours using a J-PARC card key on nights, holidays and JAEA closed days.

\* Only for MLF user, J-PARC card key is attached in the pouch with User ID card.

J-PARC Network User LAN, eduroam, GWLAN, JLAN are connectable.

## MLF User guideline

Facilities that can be used for a short time

Personal Locker (18) [Keep your hand luggage]

- There is a whiteboard (small) at the entrance, so make sure to write down name and period on it.

Desk (3), Table (2)

- No particular limit as long as it is a short time within 1 to 2 hours
- If you plan to poses for a long time or leave your place, fill in the guest book.

Large-screen monitor [For meetings] Fill in the guest book.

Other freely available Tabletop power strips and wall outlets, whiteboard and refrigerator and microwave oven (You can also use the hot water supply room on the second floor)

How to use for a long time (more than 2 hours to 1 week) [User room only] Personal desk work and meetings.

Desks, tables and displays. When using, be sure to fill in the period, name, and contact information in the usage book.

## Particle & Nuclear Physics user Guideline

The room can be used for desk work, meetings and conversations for visitors.

- Vacant seats are available on a first-come, first-served basis.

Write your name and period of use at the entrance.

- Regarding use of lockers and the long-term use of the desk (e.g. >2 weeks), please consult with the caretaker.
- Shared space or equipments can be used. Pay attention to the volume, etc., and be considerate of other users.
- You can eat and drink, but be careful not to soil it.

Clean after use and hand over to the next user in a clean state.

< Caretaker : T. Matsubara [tsuna[at]post.kek.jp] >

## 2F Atrium

In addition to the user room, you can also use the tables at the atrium on the same floor.

However, since it is a shared space, you can use it <for a short time only>.

## Please be considerate of others when cleaning up and disposing of trash.

Strictly prohibited to leave trash behind. Sort it out and throw them to a trash can in the room.

