The revolving door on the east (left of the kiosk) is now the designated door used for entering the Conviser Law Center. The revolving door on the west (right of the kiosk) is now the designated door for exiting the building.
The Conviser Law Center is Closed to the General Public. Only *current* IIT faculty, staff, students and *invited guests* (i.e. someone who needs to be in the building for a business purpose. Relatives of current faculty, staff, and students are NOT allowed in the building at this time).
The signage on the east revolving door shows that this is the entry door.
The signage on the west revolving door shows that this is the exit door.

Upon entering the building, there are stanchions and signage on the floor noting where to stand for social distancing. Nine people can be in the front lobby while waiting to check into the building at the front lobby Public Safety reception desk. If you enter the building and all 9 standing areas are occupied, please exit the building using the east revolving door and wait outside until a standing area becomes available.
There is a wrist temperature scanner to the left of the front lobby Public Safety desk. We strongly encourage you to take your temperature each time you enter the building. An ID scanner has been installed on top of the front lobby Public Safety desk to the right of the wrist temperature scanner. Faculty, staff, and students can tap their
school ID on the ID scanner which quickly identifies them as a current faculty, staff, or student.

The wrist temperature scanner immediately reads temperatures. You should place your right wrist to the right of the scanner and your temperature will be listed on the LED display screen. The green section will show your temperature if you have passed (i.e. your temperature is at or below 100.4 degrees). It will read in the red section if you have not passed (i.e. your temperature is over 100.4). If you do not pass,
you should immediately leave the building and report the temperature results to the following:

**Students:** Jenna Abhijeet, Director of Student Services

**Faculty:** Steve Sowle, Assistant Dean for Academic Administration and Student Affairs

**Staff:** Dawn Rupcich, Assistant Dean for Administration, Finance, Facilities, Financial Aid and Information Technology Services

The ID scanner light will turn green after you tap your school ID on it and it has successfully read your ID card. The Public Safety Officer will immediately receive verification that you are a current faculty, staff, or
student at the university, and you will be instructed to proceed into the building.

There is signage next to the elevator call buttons on every floor noting that *only four people at a time* are allowed on the elevator.
The inside of each elevator car shows where the occupants should stand when they are in the elevator.
The restroom doors will be propped open so that people will be able to see the number of people already in the restroom area, allowing them to enter the area when it is safe to do so to maintain social distancing.
A plexiglass barrier has been installed between the sinks, and every other stall has been locked down to limit the number of people in the restrooms.
We have also opened access to building internal stairwells to provide students with an additional means of accessing the library. All Chicago-Kent student ID’s will be programmed to “disarm” the stairwell gates when the library is open. All faculty and staff ID’s will be programmed to "disarm" the stairwell gates when the building is open. Just tap your school ID card on the card reader, going up or down, to deactivate the alarm and door lock.
All classrooms show the new social distancing maximum capacity allowed in each room.
The classrooms have been set up for social distancing. All other chairs have been removed from the classrooms. Red tape marks the area where the chairs should be set, which can be seen by the students and the faculty member, in the event a chair is moved out of place at the end of another class meeting. Students will be required to wear a mask at all times when they are in the classrooms.
The classroom podiums in all classrooms have been equipped with a plexiglass barrier. Faculty will also be required to wear a mask/face covering while teaching. Eighteen classrooms at the Conviser Law Center have been enhanced with additional technology to provide a better hybrid experience for our faculty and students.
Hand sanitizer stations have been positioned throughout the building, and cleaning supplies (disinfectant and paper towels) are available in the classrooms and all departmental reception areas. We strongly encourage you to wash your hands and use sanitizer frequently and to disinfect your seating and desk areas in the classrooms or your work area in your department.
A new classroom has been set up on the 7th floor, located in the former Institute of Design space. Classroom 704 is currently the largest social distancing classroom in the building and can hold 47 students and 1 faculty member. It also has electrical outlets at the desktop that were installed by the building engineers so students can plug in their laptops or other devices.