

# Group Room User's Manual

revised 11/24/04



## **I. Introduction**

The Sarpong group room comes fully equipped with a variety of instruments available for your use twenty-four hours a day. These include a microwave heating device, a toasting apparatus and a combination refrigerating-freezing unit. There are also several computers available, but their use will not be covered in this manual. See Eric Bunnelle for more information on group computing.

## **II. General cleanliness**

The group room belongs to all members of the group and along with the privilege to use it comes the responsibility to keep it clean. Please try your best to keep the group room neat at all times by routinely picking up after yourself. Buckets are provided for trash as well as for white-paper waste – use them! If you print a document, please pick it up within a reasonable timeframe. Papers that have been sitting on the printer for more than twenty-four hours will be thrown away. There is a vacuum available in the closet that you may use as you see fit. In the event that you spill something (dry) on the floor, please take the time to vacuum it up.

### III. Toaster and microwave

The microwave and the toaster should be kept reasonably clean. This doesn't mean you have to clean the microwave every time you heat something. However, if the object you are heating explodes (e.g. bowl of soup) and covers the walls of the microwave, it is your responsibility to wipe it up. No one else wants to use a dirty microwave, and they certainly don't want to clean up your mess.

### IV. Refrigerator

This is the most useful and yet most abused group-room instrument. If you plan on storing anything in the fridge longer than a day, you **MUST** label it. Every Friday afternoon the fridge will be purged of any unlabelled objects or those items that are obviously spoiled. Note that lunches that are brought in and eaten the same day do not need to be labeled. If you want to save a lunch for the following day this is fine as well but keep in mind that if you are keeping it over the weekend you should label the bag or it will be thrown out on Friday. Furthermore, while there will be a weekly fridge cleanout, this does not mean you should leave things in the fridge that you know you no longer want – please be responsible and throw your old food out yourself.

Below is a container that was found during the first fridge cleanout in November 2004. This is an example of extreme refrigerator abuse and will not be tolerated.

