

SOM STUDY ROOMS

ZOOM WORKSPACE RESERVATIONS APP

[UCR.ZOOM.US](https://ucr.zoom.us)

Reservations are between 8:00am-4:00pm Mon-Fri only.



IMPORTANT REMINDERS

- Rooms may only be reserved for individual or group academic use.
- Clean up before leaving, and do not move furniture in the study rooms.
- Unauthorized use outside of designated access hours may result in loss of reservation privileges.
- Reservations operate on the honor system. Please have confirmation email available in case of any discrepancies.

INSTRUCTIONS

- Download the Zoom app or sign in to Zoom at ucr.zoom.us.
- Login using your UCR email credentials. (UCR NetID and password).
- Select the Study Room location, floor, available date and time.
- Submit your reservation. You will receive an email confirmation once your booking is complete.

RESERVATIONS

- Rooms may be reserved for up to 4 hours at a time, and no more than 3 consecutive days.
- Reservations can be made up to 14 days in advance.
- If the requester does not check in within 15 minutes of the scheduled time, the reservation will be canceled, and the room will become available for others.
- Reservation confirmation emails must be retained in case of disputes.
- Rooms are available to current UC Riverside and School of Medicine (SOM) students only.
- SOM Facilities reserve the right to cancel reservations due to unforeseen circumstances.
- Reservations take priority, but rooms are also available on a first-come, first-served basis when not reserved. If the room is reserved, you may be asked to leave.
- Do not leave personal belongings unattended.