



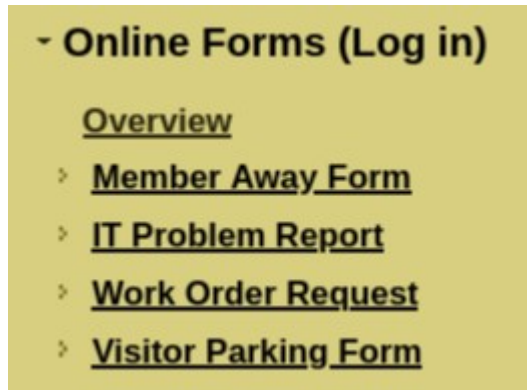
From: Jerry

Sat, Sep 18, 11:59 AM

To NBOC

This is the fifth installment of a series of emails on the newbridgeresidents.org website.

For registered users who are logged into the website, the **Online Forms** menu looks like this:



The **Member Away Form** allows you to alert Security when you are away from your apartment for one or more nights. Among other things, Security will not call and visit your apartment when you are not home to press the bathroom alert button each morning. Alternatively, you can call Security at 4-9260.

The **IT Problem Report** sends information to the Information Technology group requesting help with your TV, computer or telephone. Alternatively, you can call One Stop Shop at 4-9500.

The **Work Order Request** form is used to request maintenance support from Engineering. Alternatively, you can call One Stop Shop at 4-9500.

The **Visitor Parking Form** is used to alert Security to visitors who are parked on the surface lots around the campus. Alternatively, you can call Security at 4-9260.