



# VIBOT – MaIA – ESIREM information sheet Condorcet HOUSE RULES



Updated 29/09/2021

## Opening Hours



### **Condorcet Building:**

07.45 to 17.30

Condorcet University Centre is closed during academic and public holidays.

Website: <https://condorcet.u-bourgogne.fr/>

### **Student Office:**

Monday – Thursday: 08.30-12.00 and 13.30-16.30

Friday: 08.30-12.00 and 13.30-16.00

## Premises



### **Applicable Sanitary Measures are posted throughout Condorcet building.**

Information is posted on the doors of administrative staff offices, announcement boards and Student Zone.

### **Class rooms/amphitheatre:**

No food nor soft drinks in the rooms.

Kindly throw your coffee/tea cups, papers or other in the waste bins.

When you leave a room, don't forget your personal belongings (umbrella, jacket, pen, computer mouse etc...) any lost object would be dropped off at Condorcet's reception desk (1<sup>st</sup> floor).

Cleaning personnel must access the rooms at the end of the day.

### **Internal mailboxes:**

A Condorcet internal mailbox is located in the reception area. Each VIBOT-MaIA programme and edition have their mailbox, which is used for distribution of documents from our programme administration or university to you. We inform you by email for any document to be collected.

No parcels nor personal postal mail can be delivered at our Condorcet university centre.

### **Condorcet students' room (cafeteria):**

You can have your lunch, a quick bite or relax in the cafeteria on the ground floor. This room is at the disposal of all Condorcet students for this purpose.

**Due to the pandemic, the access to the students' room may be limited temporarily and the mask remains mandatory. See director's announcements. In case of non-compliance with these rules, the cafeteria could be closed on director's decision for a given period.**

### **Computer room:**

VIBOT computer room Condorcet 1<sup>st</sup> floor is freely accessible to our VIBOT-MaIA students outside time slots booked for classes, within Condorcet's opening hours.

A printer is at your disposal in the MSc computer room, **only for administrative printing**, not for course printing. You can ask for paper at the Student Office. Students can print at the University Library.

### Robotics platform:

See with platform staff.

### Water:

You can buy a bottle of water in the automatic vending machine.

Water in the tap is **safe to drink**. Tap water in France is regularly controlled and safe (unless marked “Non potable”).

### General security and emergencies:



- Fire drills are systematically organized at the premises. Follow the instructions of the professors who are informed on how to proceed.
- A meeting point is defined in front of Condorcet building.



- The emergency exits (classrooms and buildings) should **only be used for emergency** evacuation purposes.
- Do not leave any luggage unattended in building and tag your luggage ([Vigipirate plan](#)).

### Health:

- If you're at Condorcet and not feeling well or have a medical problem, you can go to the reception and ask the Campus nurse to be called (Ingrid BARNAY), if administrative staff isn't available. The nurse doesn't work on Wednesdays and weekends.
- See the document “What should I do if I am sick” (uploaded on the Student Zone).
- Service Universitaire de Médecine Préventive et de Promotion de la Santé/ Campus Medical Unit for Health Prevention and Promotion (French only) : <https://iutlecreusot.u-bourgogne.fr/vie-sur-le-campus/prevention-sante.html>

### VIBOT – MaIA – ESIREM Communication



Basic administrative information and staff contact list (which person to be contacted depending on your question) are posted:

- **On Student Zone**  
<https://www.vibot.org/401/login.php?redirect=/students-zone.html>  
**Password: IP2021\_VIBOT**
- On the announcement board, located next to the VIBOT computer rooms 1st floor, Condorcet building.
- Main source to be referred for course schedule updates is the ENT.