

FOR YOUR SAFETY

DURING COVID-19

How to Safely Use Multiple Person Computers

Please implement the following steps:

1. Wash your hands with soap and water for a minimum of 20 seconds prior to touching the computer, keyboard or mouse.
2. Gently wipe down the computer mouse, keyboard and desk surfaces with a sanitizing wipe.
3. Do not touch your face while using a computer. If you touch your face while you are using a computer, you must stop using the computer and repeat step #1.
4. If you need to sneeze while you are using a computer, please sneeze into your elbow. Repeat step #1 before touching the computer again.
5. When you are finished using the computer, please use a sanitizing wipe to gently wipe down the computer mouse, keyboard and desk surfaces.

Note:

To avoid causing damage to the electronics of the computer mouse and keyboard, please do not squeeze sanitizing wipe liquid onto these items.

Please follow these steps when using the time clock.

Thank you for your cooperation as we take measures to protect the health and well-being of our SLCC community.

If you have any questions about these requirements, please contact:

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VISIT slcc.edu/safe
for the most up-to-date information.