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Space Guidelines & Feel Good Advice

[Status 10/2023]

TUM Venture Food / Agro / Biotech BayWa Co-Working Space (BCS) O18@4213

We are happy you are here at the co-working space of our **TUM Venture Lab Food / Agro / Biotech**

We are up to become the central platform for young entrepreneurs and researchers developing technologies and solutions for our urban futures.

For everybody to enjoy the co-working space and to feel comfortable, please find some space guidelines.

Please read them carefully, and keep them in mind while you are using the space. When entering the space you confirm that you have acknowledged the space guidelines (incl. the TUM Hausordnung) and act accordingly.

If you have any suggestions, feedback or questions, we'd love to hear them!

Contact us: info.facit@ls.tum.de

ACTIVATE



write

on the idea walls, left and right from the small Offices (whiteboard markers only!).

re-arrange

chairs, tables and pinboards upon your need.

use the monitor

for presentations, collaboration.

connect

with your peers; discuss and talk respectfully.

RESET



clean up

after yourself. Keep tables and surfaces clean, use the cleaning sets provided in the space and leave the space tidy.

wipe down

the notes on the idea wall at the end of your work and at the end of the day. The markers leave stains if they stay on too long. Please use the provided sponge, or the foam + towel for cleaning in the white cupboard next to the blackboard

put back

chairs, tables and pinboards to where they belong after the end of your work and booking (see default setting in the floor plan).

close

windows and doors when leaving. Please lock the entrance door, when you are the last person leaving.



TUM Roomfinder
 Building 42130
 2nd floor
 Room O18



DEFAULT SETTING

HOST

SAFETY



pitch-lounge

Be careful when using the spiral staircase!



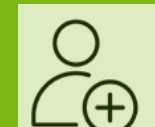
phone

The green phone in space BCS can be used in case of emergency. And for calls within TUM.



stopper

The entrance doors to space BCS are fire safety doors. Door stoppers are not permitted.



supervise

Inform your guests, visitors, class about the guidelines – they apply to all users of the space.

In addition, the general house rules of Technical University of Munich also apply.



ACCESS, COFFEE, EVENTS

access (room O18@4213)

Enter the space via your personal TUM-Card (coming soon).

personal belongings We do not assume any liability for the belongings and objects left in our spaces.

pitch point/lounge (room D18@4213)

The pitch lounge is a shared space and can be used as meeting area.

Leave it as you would like to find it, clean your dishes and switch off devices in the space after using. Do not leave perishable food in the space and fridge overnight.

coffee + drinks

Operating hours coffee machine: 8:30 am to 5 pm

meeting areas

For meetings you can use the co-working space and kitchen when free, if you do not mind other peers. If you need to reserve a meeting space please use our booking system "Clustermarket <https://app.clustermarket.com/>"

events

If you would like to host an event in our space related to our mission, we will be happy to assist. Please contact.

help

Any questions or comments? Ask your co-workers or contact us.



The VLBE space is a place for exploration and engagement. Connect with your co-workers and build your network.

Always be aware of your environment, join us in creating a space of mutual support, comfortable for everyone.

TUM Venture Lab Food / Agro /Biotech

Building 4213
 2nd floor
 Room O18@4213
 Maximus-von-Imhoff-Forum 2
 85356 Freising



Info.facit@ls.tum.de
 +49 8161 714252