

## **FLEXIBLY ACCESSED COMPUTER LABS**

The flexibly accessed computer lab provides opportunities for large group, small group or individual instruction and activities as well as independent use. A flexibly accessed computer lab must be large enough to include student stations, a teacher station, work areas, and storage space. Forty square feet should be allowed per workstation, resulting in 1200 square-foot minimum to accommodate a typical thirty-student class.

### **ACTIVITIES**

Word processing, data management, desktop publishing, computer-assisted instruction, presentations and multimedia, online research, online courses.

### **SIZE**

Suggested minimum for K-12: 40 sq. ft. per workstation. For example, 1200 sq. ft. is the recommended minimum for a class of 30 students, plus additional space for instruction and storage. Size varies depending on student population and needs.

### **SPATIAL RELATIONSHIPS**

Accessible to classrooms and media center. If managed by school library media coordinator, direct physical and visual access from the media center is necessary.

### **FURNITURE/EQUIPMENT**

- Sufficient networked multimedia computers (to accommodate the largest class)
- 3 to 1 ratio of students to computers
- Ergonomically sound and age-appropriate furniture
- Workstations that meet Standards for Accessible Computer Workstations
- Tables or counters
- Chairs
- Storage units for software and supplies
- Bookshelves
- Telephone with internal and external access
- Clock
- One surge protector per computer or built-in surge protection for circuits
- Teacher workstation with 200-volt UPS with surge suppression
- Printer
- Flatbed scanner
- Overhead projector or document camera
- Screen
- Data/video projection capability
- White boards and/or digital interactive whiteboard
- Individual student response system
- Television or large-screen monitor
- Adequate electrical outlets

