UBC Recording Spaces Request Form

Full Name: UBC Email: Course code & Section ID: Number of additional Attendees, N/A if not applicable: I acknowledge that no students will be present during my booking: This will be a: Livestream: Broadcast a class live. Students can watch in real-time via a webbrowser, without direct interaction with the instructor or each other. A side-byside shot of the instructor camera and presentation content (from a laptop, lectern PC or document camera) will be streamed and at later time. Unlike livestreaming, students are unable to watch live in real-time. A side-by-side shot of the instructor camera and presentation content (from a laptop, lectern PC or document camera) will be captured. Start Time: End Time: End Time: End Date: Preferred Building: o List of available rooms can be found here	Please note that all fields are mandatory	
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https://learningspaces.ubc.ca/recording-and-livestreaming-classrooms

o Please note that availability is limited and scheduled at a first-come -first-serve bases. If your preferred location is not available, our office will assign an alternative location for your request.

Please email completed form to Scheduling Services at room.bookings@ubc.ca