

StarLab Guidelines for Trainees

Contact Person: Please let us know who the primary contact person will be and give us their phone number and email address.

Room Size: A 25' X 25' room with a (preferred) twelve foot ceiling. The room must be carpeted, air-conditioned and in an area that has quiet surroundings.

Supplies Required: Two electrical plug-ins and an extension cord if the distance is more than 25 feet from where the planetarium will be placed.

To book the StarLab for your School: After you have completed the StarLab training, we will loan the planetarium to your school for up to a week. You need to schedule to pick up and return the StarLab to Gemini Observatory's base facility located at the University Park. If a Gemini staff member is available we will work with the teacher(s) and assist with the set up of the planetarium and give the first presentation if requested. The StarLab will be loaned based on availability.

Care of StarLab: We ask that at all times a person that has completed StarLab training be with the planetarium when instruction is being given.

There is no cost to the schools for use of the StarLab. A liability form (below) will have to be signed prior to loaning the planetarium to the school.

For further information, please direct questions and inquiries to:

Janice Harvey Gemini Observatory Public Information and Outreach (808) 974-2603 jharvey@gemini.edu Christine Copes Gemini Observatory Public Information and Outreach (808) 974-2531 ccopes@gemini.edu