

Room Scheduling

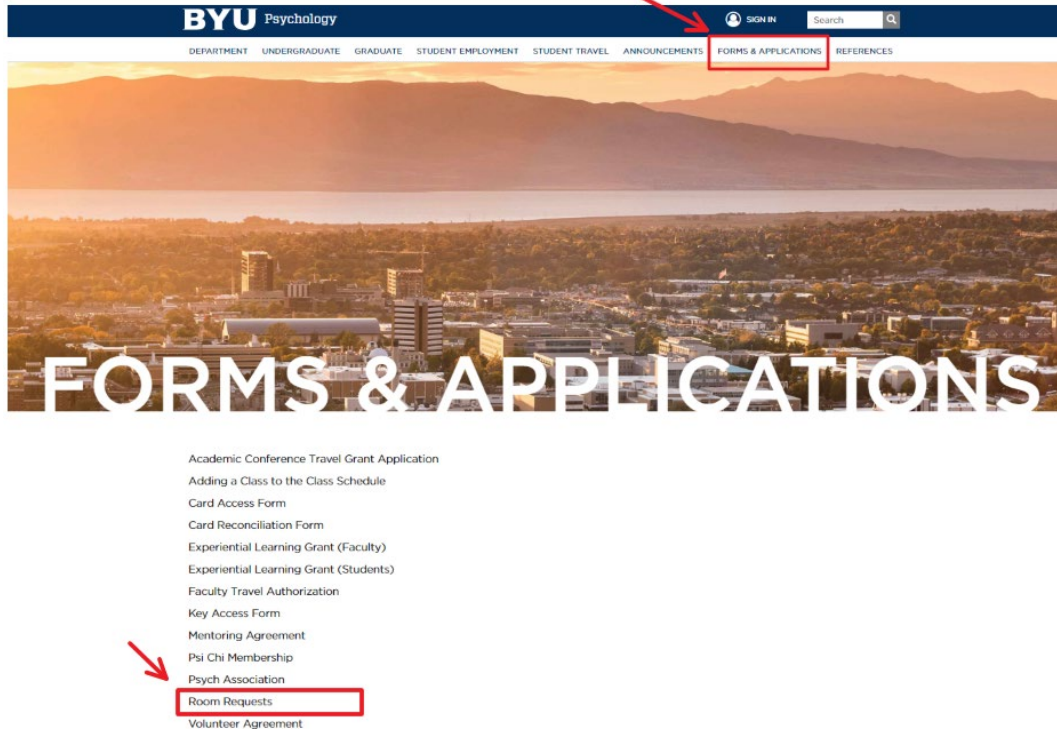
When you or your TA's need to schedule a room, you can do that through us. Please see below to know the best way for making scheduling requests. Also, please try to do requests at least a couple days in advanced to when you want to hold the event.

Rooms for Reviews or KMBL Computer Labs

Fill out the information at the following link: [Psych Dept. Room Scheduling](#)

OR

Go to the website psychology.byu.edu under the "Forms and Applications" tab and click on "Room Requests".



1043 Conference Room or KMBL Computer Labs

To reserve the 1043 conference room, you can simply email or call the front desk secretaries, or you can talk to us in person.

Rooms/Equipment for Other Events (dinners, socials, etc.)

If you need a room for something other than reviews or class events and/or need equipment or furniture other than desks, please fill out the same form as above ([Psych Dept. Room Scheduling](#)) but be sure to include any information about tables, chairs, microphones, projectors, tablecloths, or other equipment and information that we will need to know.