



**Light
bulb
burnt
out?**



**Classroom
too hot?**



**Event
setup
required?**

Enter a work request online.

Go to facilities.ok.ubc.ca and hit the



button

facilities.ok.ubc.ca.

- 1** Click on the work request image
- 2** Login using your Novell sign up
- 3** Select "Create Service Requests"
- 4** Fill in the form

Did you know that facilities services include cleaning, building maintenance and confidential shredding?



a place of mind

THE UNIVERSITY OF BRITISH COLUMBIA

Facilities Management