

Welcome to the Elon Space Scheduler Directory.

Routine requests for space should be entered directly through the online scheduling system to ensure requests are handled in the order they are placed. In limited instances it may be necessary for requestors to talk directly to schedulers.

Although the Moseley Center will be responsible for scheduling all requests placed into the R25 WebViewer, a specific scheduler will assign your desired space.

Please contact the Moseley Center Front Desk if you have any questions regarding reservations. moseleyfrontdesk@elon.edu or call x7215

If your reservation has been confirmed, and you need to change your resource requests, please contact the Moseley Center Front Desk at 278-7215 or moseleyfrontdesk@elon.edu. If you have questions about specific resources please contact the providers directly:

Catering	Call 5330
Physical Plant	Call 5500
Event Technology Support	Call 6521
TV/Video Services	Call 5056

SPACE SCHEDULER PHONE (278-)

All classrooms in the following buildings

[Robin Straka](#) or 6677
[Melissa Holmes](#)

(except those specific rooms and labs listed below these buildings)

Alamance
Carlton
Center for the Arts
Duke
Gray Pavilion (AVPS)
Cannon Pavilion (AVIP)
Honors Pavilion (AVHP)
Spence Pavillion (AVRP)
Koury Athletic Center
Koury Business Center
Lindner Hall (AVAS)
Long
McEwen
McMichael
Mooney
Powell

Computer Labs

[CTS Help Desk](#) 5200

Includes the following labs:

Alamance 315
Duke 303
KOBC 201, 313, and 354

McEwen 002, 108, 205, 207, 209
 McMichael 320
 Mooney 201 and 202
 Lindner 202 (AVAS 202)

Other Computer Labs (All times of the semester)

Alamance 201	Pat Jones	7961
<u>Additional Campus Spaces</u>		
Academic Village Amphitheatre	Bobby Dunlap	7207
Academic Village Belk Pavillion (AVTL)	Barbara Guy	5106
Academic Village Plaza	RaDonna Smith	6263
Alamance 101	Andrea Priede	5428
Alumni Gym	Gray Hunter	6107
Belk Library (102, 206)	Terry Buckley	6579
Belk Library (113, 205)	Randall Bowman	6571
Carlton 209	Cindy Duke	6700
Center for the Arts (non-classrooms)	Patti Gross	5565
Isabella Cannon Room		
Yeager Recital Hall		
McCrary Theatre		
Pardue Court/Love Terrace		
Ward Gallery		
Center for the Arts (after first two weeks of classes)	Kimberly Rippy	5600
Arts 163		
Arts 164		
Arts 165		
Challenge Course	Felicia Massey	5323
Duke 203	Bernice Foust	6257
East Gym	Gray Hunter	6107
Elon Lodge/Picnic Shelter	Felicia Massey	5323
Fire Circle	Felicia Massey	5323
Harden Club House	Alison Poliseno	7529
Harden Club House Classroom	Alison Poliseno	7529
Holt Chapel	Rene Summers	7729
Johnston Hall	Kelly Elliston	7442

Jordan Gym	Allison Polisen	7729
Koury Athletic Center	Gray Hunter	6107
Koury Center – Atkins Room	Gray Hunter	6107
Koury Center – Beck Pool	Alison Polisen	7529
Koury Center – Commons	Alison Polisen	7529
Koury Center – Concourse	Gray Hunter	6107
Koury Center – Stewart Commons Area	Alison Polisen	7529
Koury Center – Jordan Gym	Alison Polisen	7529
Koury Center – Studios B and C	Alison Polisen	7529
Koury Business Center	Kristen Barrier	5951
Room 101 (LaRose Digital Theatre)		
Room 147		
Room 300		
Room 304		
Room 307		
Room 308		
Koury Business Center (Executive Ed spaces)	Callie Young	6091
Room 202		
Room 204		
Room 205		
Room 206		
Room 207		
Law School – all academic classes in spaces	Tammy Horn	9330
Law School – all events in spaces	Sue Williams	9200
Lighthouse	Bobby Dunlap	7207
Lindner Hall Rooms (100 and 206)	RaDonna Smith	6263
Linder Hall Room 207	Bernice Foust	6257
Long 101	Beth De Ford	6439
McEwen 011	Pamela Baker	5724
McEwen 213	and Phyllis Phillips	
Mooney 103	Diane Saylor	5853
Moseley Center-Admissions Welcome Center	Jennifer Guthrie	7614
Moseley Center – all other rooms/areas	Moseley Front Desk	7215
Moseley Center – outdoor spaces	Moseley Front Desk	7215
McKinnon Patio		

Octagon Terrace		
The Green		
Thompson Terrace		
West Lawn		
Oaks Commons	Annie Hester	4321
Oaks 201		
Oaks 205 (conference room)		
Oaks 207		
Oaks 212 (large room)		
Scott Plaza/Fonville Fountain	Bobby Dunlap	7207
Whitley Auditorium	Patti Gross	5565
Woods Center (Rhodes Stadium)	Gray Hunter	6107
Young Commons	Bobby Dunlap	7207

If you need to cancel a reservation or are unable to access a particular space or the name of the scheduler, contact the [Moseley Center Front Desk](#) or the system coordinator, [Clifton Johnson](#), at ext. 7215.