

Name	Sriram Vujjini	<h1>Building Manager Log</h1>	
Date	08.24.2025		
Time	2:30 pm - 7:30 pm		
<u>ROOM</u>	<u>Notes:</u>		
Ballroom A - 2100A			
Ballroom B - 2100B			
Ballroom C - 2100C			
Ballroom ABC - 2100	Set for Student Government		
The Oval Theater - 2500			
Legacy Room - 2702			
Honors Room - 2703			
Big East Room - 2705			
Ybor Room - 2706			
Spirit Room - 2707			
Plaza Room - 2708	Set for Office of Transfer Student Success		
Hillsborough Room - 2709			
Sabal Room - 3700			
Palm Conf. Room - 3701			
Orchid Room - 3702			
Tarpon Room - 3704			
Manatee Room - 3705			
Oak Room - 3707			
Sandhill Crane Room - 3708			
Bob Room - 3709			
Egret Room - 3711			
Columbia Room - 3712			
Challenger Room - 3713			
The Chamber - 4200			
1st Floor Student Life Tower			
2nd Floor Student Life Tower			
3rd Floor Student Life Tower			
4th Floor Student Life Tower			
Amphitheater			
Atrium			
North Entrance (Outside)			
East Entrance (Outside)			
SVC Breeze Way (Outside)			
Crescent Hill			
MSC/MLK Plaza (Outside)			
SKYPAD			
BullPen/S&L Area (Outside)			
Electronics			
BM/Set-up/Bull Market Radios	11	Count all radios - notify E1 if any electronics are missing or broken	
BM Cell Phone	1		
Crew			
Info Desk Staff	Fareeza Rahman, Khang Phan		
# of Set Up Keys	1		
Set-up Crew	Jeevon Raphael, Samara Peter-Charles, Jonathan Glasgow		
SNL Standby Tech			
SNL Event Tech			
Bull Market			
Additional Duties/Notes			
Maintenace issues:	Yes / No	work order submitted :	
Conference wing CLOCK issues	RM#		
Conference wing Light issues:	RM#	yes/no	
Additional Notes: 3:25 pm: Samara Peter Charles was late to her shift by 25 minutes. She contacted informed the previous BM about this. A discipline document was sent to her direct supervisor.			
4:30 pm: While unlocking 4200 for the student government event, USF catering was trying to get in to setup in the room. BM did not find any food approval note in the setup sheets, so BM asked the catering person for their confirmation about this and made sure it was for this event. BM also notified L4 about this who said he didn't find any notes as well and said it is okay to proceed as long as long as catering had a confirmation.			

Centre Gallery was struck.

The client in 3701 did not show up for their event at 3:30 pm.

Sheik Muhammad Haseeb from Sound and light did not show up for his late mid standby shift. He already informed the previous BM that he would not show up because he was sick and that he sent a text to his direct supervisor David. A discipline document was sent his direct supervisors.

6:45 pm: The client in 3705 (event at 7:15 pm) requested for window covers for their reservation. BM accomodated the request.

7:13 pm: The smoke control panel went off. BM hit the lamp control switch to stop the alarm. Picture attached to email.

The client Alpha Delta Pi did not show up for their event in 2709 at 6:45 pm.

The client Delta Tau Delta did not show up for their event in 2707 at 6:45 pm.