

1-1-1974

Staff Directory : 1974-1975

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Student Activities Office

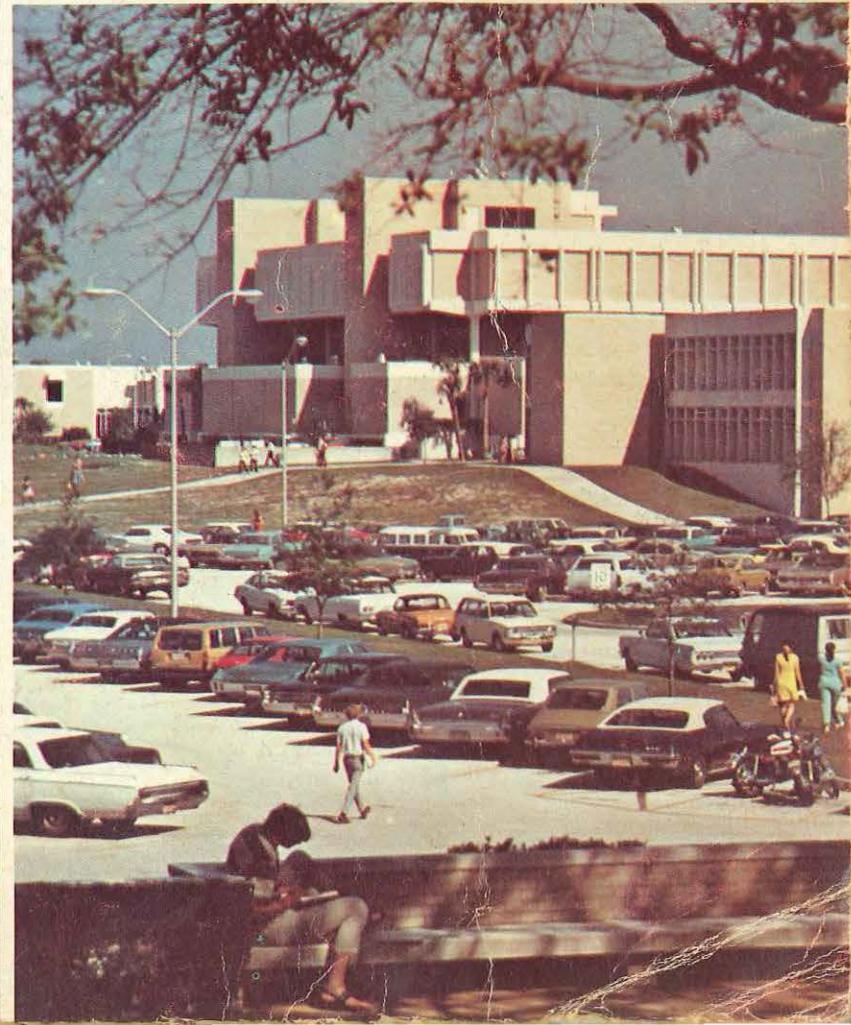
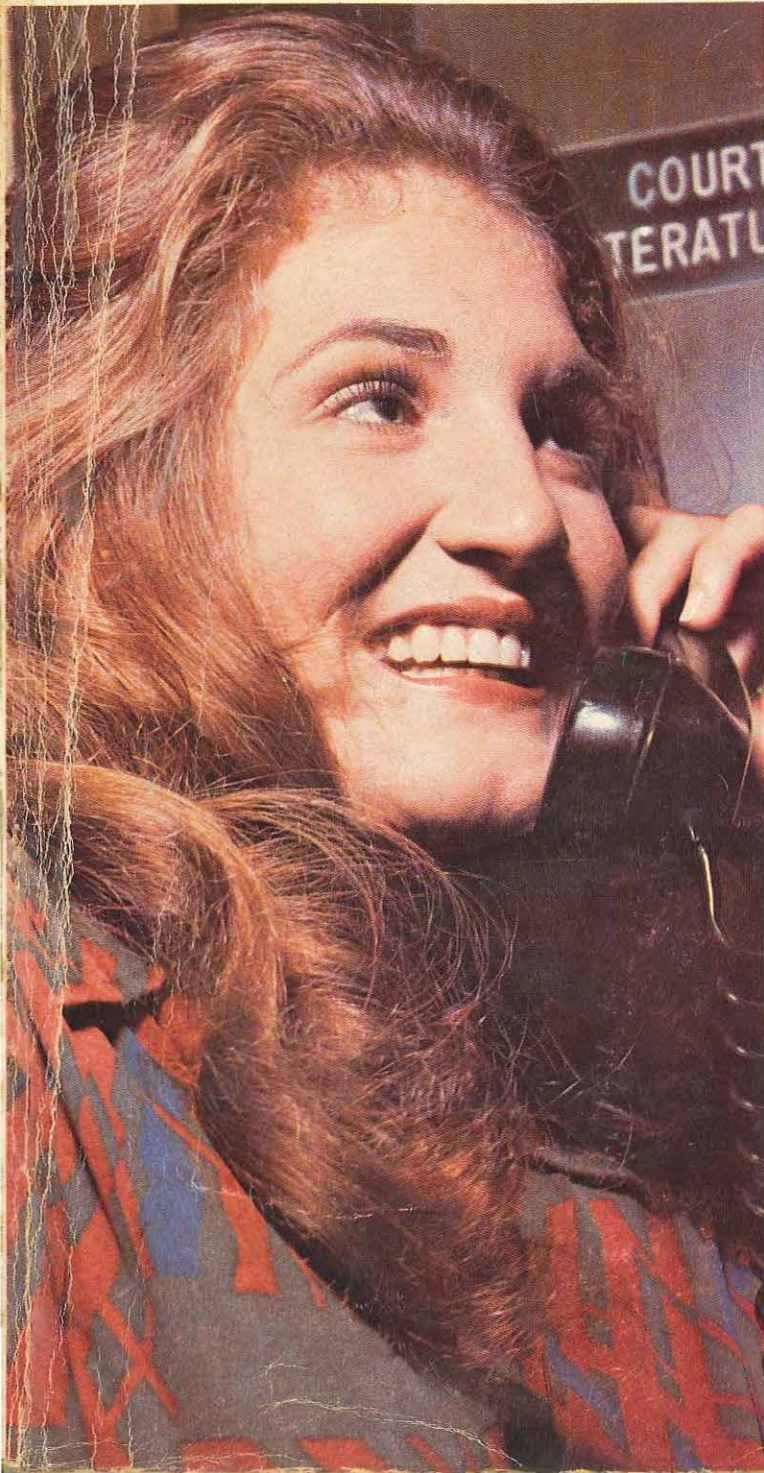
UNIVERSITY DIRECTORY

University of South Florida
1974-75

*Tom
367-1373*

895 - 5873

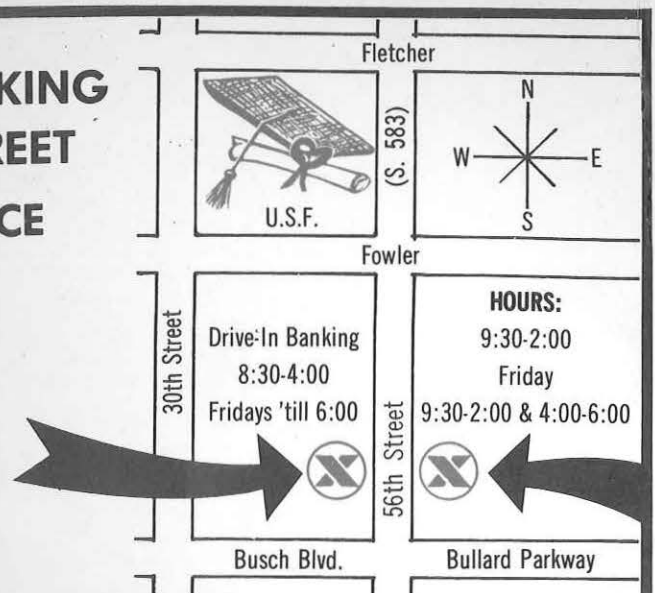
895--



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**University of South Florida
FACULTY, STAFF, AND STUDENT DIRECTORY
1974-75**

EMERGENCIES

FIRE	2628
POLICE	2628
AMBULANCE	2628
PHYSICIAN	2331
INFORMATION	Dial "0"
HELPLINE	2555

CAMPUS CALLS

To reach another office (extension) on campus, dial the extension number as it appears in this directory.

To TRANSFER an off-campus call to another extension:

1. Advise the party calling what you are going to do.
2. Depress the handset plunger once. When dial tone is heard, dial the extension number.
3. When the extension party answers, advise him you are transferring the call.
4. Hang up. The call will be transferred automatically.
5. If line is busy or does not answer, return to the outside party by depressing the handset plunger once.

OFF-CAMPUS CALLS

To call a Tampa number, dial "9" for an outside line; then dial your off-campus number.

ST. PETERSBURG CAMPUS

1. From Tampa CENTREX Stations:
Listen for dial tone; dial "126"; listen for the second dial tone; then:

TO CALL	DIAL
St. Petersburg Campus stations . . .	3-digit extension number
St. Petersburg Campus operator	"0"

2. From Tampa Switchboard Stations:
Listen for dial tone; dial "9", listen for Campus dial tone; dial "126" and listen for dial tone; then:

TO CALL	DIAL
St. Petersburg Campus Stations . . .	3-digit extension number
St. Petersburg Campus operator	"0"

3. From St. Petersburg Campus to Tampa Campus:
Listen for dial tone; dial "7"; listen for second dial tone; then:

TO CALL	DIAL
Tampa Campus stations	4-digit extension number
Tampa Campus operator	"0"

LONG DISTANCE

Students may not charge long distance calls to USF numbers. Pay phones are conveniently located for this purpose.

Staff members may place authorized long distance calls by dialing "9" for an outside line and completing the call according to established procedures.

REPAIR SERVICE

Report trouble with your telephone to the Campus Operator by dialing "0".

TELEPHONE SERVICE

All new requests for telephone installations or changes in existing systems must be made by memorandum to Physical Plant. Allow at least two weeks for installation or changes in service.

DIRECTORY CHANGES

Be sure to report changes in your residence address and telephone number. (Faculty and staff report to Personnel Services; students report to Registrar's Office.) The Campus Operator should be advised of any changes in on-campus numbers, new appointments, terminations, and activities.

DISTRIBUTION

One copy of this directory is provided free of charge to accompany each telephone instrument in the University system. Additional copies are provided for distribution to the student body, faculty and staff.

TELEPHONE COURTESY

As a great number of people have their first — and in many cases, only — contact with the University through the telephone, they base their opinion of our institution on your telephone manners. Proper telephone use plus common courtesy result in effective and pleasing telephone contacts.

Programs, activities and facilities of the University of South Florida are available to all on a non-discriminatory basis, without regard to race, color, creed, religion, sex, age, or national origin. The University is an affirmative action Equal Opportunity Employer.

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CLASSIFIED BUYERS' GUIDE	YELLOW

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