

Haas School of Business Quick Guide
Staff who can help you when you first arrive

What would you like to do?	Contact Person
Complete hiring paperwork Receive campus employee ID Parking and Transportation information	Lindsay Brecht Academic HR Analyst, Room S518 lindsay_brecht@haas.berkeley.edu , 510.644.9692 Yuko Noguchi Dean's Office, Room S522K noguchi@haas.berkeley.edu , 510.642.6191
Order computer equipment Network problems Create your bSpace site	Bryan Lin Enterprise Computing & Service Management, Room S300C bryan@haas.berkeley.edu , 510.643.3318
Offering help with teaching strategies Course syllabus development Use of technology in classroom	Sue George Center for Teaching Excellence, Room S542 sueg@haas.berkeley.edu , 510.643.4870
Classroom technology	Media Services Room S300W, 510.643.0431
Order text books Photo copy requests & guidelines Office and teaching supplies Online readers	Dave Stuckey Haas Gear Store, Room S545 dstuckey@haas.berkeley.edu 510.643.8404
Set up & physical office needs Purchase office furniture	Gerardo Campos Facilities Office, Room S549 gcampos@haas.berkeley.edu , 510.642.4617
Business cards, office keys, printed Directory for Haas staff & faculty, email addresses, Program Offices and administrative requests	Your Faculty Assistant

IT helpdesk helpdesk@haas.berkeley.edu, 510.642.0434

Building infrastructure repair fixit@haas.berkeley.edu