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DESCRIPTION		SIZE	CONNECT TO	FURTHER INFO
AREA FOR DISCUSSION		University of Pretoria etd – Novellie, J (2007)		
Auditorium	1	750m ²	circulation, exhibition, break out space	300 seats. Requires translation & observation booths, prep rooms, projection rooms and its own foyer. Must be able to function independently from the rest of the building.
Lecture Halls	2	600m ²	studios, offices	100 seats each Lighting requirements: 400 lux Look at ventilation and disabled access. See services for WC requirements
Seminar Rooms	4	400m ²	studios, offices	50 seats. 2m ² per person
Meeting Rooms	6	200m ²	offices	5 meeting rooms for academic staff and 1 for the administrative offices a
AREA FOR REFLECTION				
Offices: Academic Staff		800m ²	meeting rooms, lecture halls, open spaces	Divided into the 5 categories, each with its own reception, meeting room and tea room. Lighting Requirement: 500 lux Prevent glare, natural Lighting, Ventilation, disabled access and access to escape areas. See SERVICES
Offices: Administration		100m ²	reception	
Offices: Rentable		400m ²	circulation	
African Language Media Offices		100m ²		Services in core
Translators, Editors and Interpreters		200m ²		
African Language Education Offices		100m ²		
Sound Studios		300m ²	main circulation	Lighting requirements: 400 lux Acoustic Performance: Absorb low frequency noises and flutter echoes Ventilation and disabled access.
Workshops		300m ²		
Recording Rooms		400m ²		

AREA FOR INFORMATION			University of Pretoria etd – Novellia, J. (2007)	Avoid direct sunlight - UV destroys paper. Fire protection important. User areas 20 deg C with air replacement of 20m ³ per hour per person.
Library: Books	1	600m ²	circulation, public open space	1.2m per 200 books, 1.2m between shelves, 6-7 shelves per case, 2m max height to reach. Divided into the 5 categories, each with its own help desk, photocopiers, PC's and reading rooms.
Library: Audio	1	200m ²		1m per 200 recordings?
Childrens Library		300m ²		60 users Includes play areas (inside and outside) and activity zone. Storage for activity articles.
Reading Rooms + Magazine and Newspaper Room	5	500m ²		100m ² each. Each category has a reading room for studying to be done within the library.
Study Rooms	2	400m ²	studios, lecture halls	One room with books on reserve for primary school children. One room with books on reserve for secondary school children.
Photocopy Aras	5	100m ²		20m ² each
Scan Areas	5	100m ²		20m ² each
Catalogues and PC Search	5	100m ²		20m ² each
Help desks	5	100m ²		20m ² each
Control counters	2	100m ²		Controls security and checks out books at entrance & exit.
Archive	1	300m ²		Basement or lower level. Climate control better here. Floor loading with fixed stacks: 7.5kN/m ² . With movable stacks: 12.5 kN/m ² . 18 deg C. Air circulation is important.

AREA FOR EXHIBITION	1	400m ²	Reception/Entrance	University of Pretoria etd - Novellie, J (2007)
AREA FOR INTERACTION				
Rentable retail		700m ²		
Bookstore		45m ²		
Fast Food Outlets				
Café		150-200m ² indoor 300m ² outside		For use by 60 - 75 people. Central, to be used by visitors/users of the building as well as passing trade. See SERVICES for Kitchen and WC requirements.
Public Open Space				
Small Open Spaces				20m ² each
Breakout Space				
African Language Radio Station		45m ²	In Sound Studio for Accoustic purposes	Office and Administration: 10m ² Broadcast Studio: 10m ² Production Studio: 10m ² Music Library: 5m ² Services in core. Visual link with outside public space.
Foyer and Reception	1	150-200m ²	Library	Use: Events, exhibition, waiting area Lighting level: 50-100lux, SABS 0114 Part I-1973. Allow for flexibility, orientation & disabled access.
SERVICES				
Circulation: Passages, Stairs, Ramps, Lifts				Lifts for fast movement from one aea to next and transport books. Ramps for main circulation. Stairs for emergency exits.

WCs		200m ²	In core. On each floor and separate facilities for auditorium.	WCs about 100m from each workstation. Men: 7wc, 7 urinals, 3 basins. Women: 10WC, 3 basins. Disabled and baby change facilities. <u>Library:</u> <u>Lecture Halls:</u> 90m ² Male: 2 WC, 3 Urinals, 3 WHB Female: 5 WC, 3 WHB <u>Sound Studio & Workshops:</u> Male: 2 WC, 3 Urinals, 3 WHB Female: 5 WC, 3 WHB <u>Café:</u> Male: 1WC, 2 Urinal, 1WHB Female: 3Wc, 2 WHB
Lockers & Cloak Room	1	50m ²	reception	To function with library
Additional Sanitary Facilities: Showers				Shower facilities for cleaners and in building.
Kitchettes and Common Rooms		400m ²	In core	Shared by offices. 40m ² each
Kitchens: Café		25m ²	Café, link to basement delivery & Waste Storage	Preparation Area: 14m ² Scullery: 5m ² Cold Room: 3m ² Indoor Waste Storage: 3m ² Lighting requirements: 200 lux SABS 0114: Part I - 1973 Pay attention to placement of extraction fans, ventilation and ergonomics.
Parking	150	4000m ²		
Plant Rooms		264m ²		4m x 6.75m per room. 750 1500kg/m ² machinery. Design as a room within a room for sound insulation.
Storage Rooms (Auditoriums & Offices)	20	100m ²		5m ² each
Storage Rooms (Basement incl. freezers etc.)		200m ²		
Cleaning and Security Staff				Kitchenette, Common Room, WC, WHB and showers

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