**U**NIVERSIDADE **F**EDERAL DO **PA**RÁ

**C**ENTRODE **T**ECNOLOGIADA **I**NFORMAÇÃOE **C**OMUNICAÇÃO

COORDENADORIA DE ATENDIMENTO AO USUÁRIO

**TERMO DE RESPONSABILIDADE SOBRE UTILIZAÇÃO DO AUDITÓRIO SERVIÇOS DE VIDEOCONFERÊNCIA, PALESTRAS OU AULAS**

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# DADOS DO SOLICITANTE

NOME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Servidor da UFPA: Sim ( ) Não ( ) Matrícula SIAPE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Unidade/UFPA:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fone: Resid: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Comerc.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Celular: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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# OUTROS CONTATOS

NOME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Servidor da UFPA: Sim ( ) Não ( ) Matrícula SIAPE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Unidade/UFPA:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fone: Resid: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Comerc.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Celular: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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# SOBRE A CONFERÊNCIA

Assunto: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Data do Evento: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Horário do Evento: \_\_\_\_ : \_\_\_\_ às \_\_\_\_ : \_\_\_\_

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

# INFORMAÇÃO SOBRE O LOCAL REMOTO

Local: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Técnico Responsável: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fone Fixo: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Celular: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Via IP (Internet): \_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Via Web/Skype: *site* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Outras informações: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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# EQUIPAMENTOS DISPONÍVEIS

**1.** Notebook **2.** TV LCD 42" **3.** Projetor de mídia **4.** Tela para projeção

**5.** Sistema de Videoconferência **6.** Caixa de som e home theater

Belém/PA, \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Assinatura do Requerente: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rubrica do Atendente: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Todos os campos são de preenchimento obrigatório**