

# A...kademie der bildenden Künste Wien

## AcademyOnline:

### Room Booking for Students (IBK-Photo Laboratory)

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## List of bookable rooms & requirements

The following rooms at Lehargasse 8, 1060 Vienna can be booked via AcademyOnline by authorized students of the photo laboratory. The appointments are fixed and do not need to be confirmed by an administrator.

### 11g | B&W Darkroom (3x workspaces)

| requirements: „Photography 1 (fundamentals)“ (with induction into darkroom work)

### 11k | Colour Darkroom (1x workspace)

| requirements: „Workshop A2“

### 11j | Photography Studio (1x workspace)

| requirements: „Photography 2 (methods) B“

## Who can book?

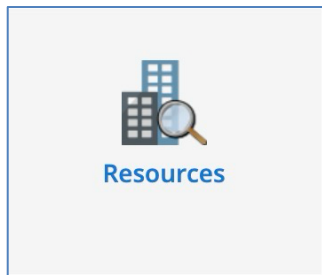
- Students of the Academy who meet the above-mentioned requirements.
- Students who have been granted credit for a course completed at another university that meets the requirements outlined above.
- Exchange students with relevant experience may be granted a special permit.  
(Requirements: Induction after registration: **only at the start of the term.**  
[g.hasler@akbild.ac.at](mailto:g.hasler@akbild.ac.at)).

## Booking Mode

- Bookings may be scheduled up to 10 days in advance.
- **Appointments that cannot be attended must be canceled as early as possible.**
- Students who repeatedly miss their appointments without canceling them may have their **access privileges revoked** (Fair Use Policy).
- Please take note of the building opening hours. For details, see:  
[https://www.akbild.ac.at/en/imprint\\_en](https://www.akbild.ac.at/en/imprint_en)

## Room Booking Step-by-Step

1. Login to [AkademyOnline](#) with your student account
2. Start application „Resources“



3. Select an institution – in this instance „0500 Fine Arts“:

Please select an organisation

ROOT ORGANISATION

0000 Akademie der bildenden Künste Wien

ALL ORGANISATIONS

4. Enter the desired date and time. Please select “0500 Fine Arts” as the institution. Activate “Bookable by me” and click “Search.” Click on the desired room or workspace to display the calendar.

Search for available resources / Academy of Fine Arts Vienna

Help

Key / colours

Date

Type of series ☒ Individual appointment ☐ daily ☐ weekly

on 22.09.2025

Time

Search type ☒ specify duration ☐ specify exact time

Period of time between 08:00 and 12:00

Duration (h) 1

Resource

Organisation 0500 Fine Arts

Category Room

Area all

Building all

Seats from 0 to 35 ☒ Seats ☐ Exam places

Bookable by me ☒

Other options

Days without classes ☒

Requested dates

Search

Show appointments of all displayed resources

Operation	Room code	Additional name	Architect room number	Seats	Address	Area	AD	Organisation	CP
Laboratory - photography									
▶	LGE11g-AP1	E11g Arbeitsplatz1, SW Dunkelkammer / B&W Darkroom	E11g	-/-	Lehargasse 8	0500		Hasler, Gerd, MA (RCA)	
▶	LGE11g-AP2	E11g Arbeitsplatz2, SW Dunkelkammer / B&W Darkroom	E11g	-/-	Lehargasse 8	0500		Hasler, Gerd, MA (RCA)	
▶	LGE11g-AP3	E11g Arbeitsplatz3, SW Dunkelkammer / B&W Darkroom	E11g	-/-	Lehargasse 8	0500		Hasler, Gerd, MA (RCA)	
▶	LGE11k	E11k Farb-Dunkelkammer / Colour Darkroom	E11k	-/-	Lehargasse 8	0500		Hasler, Gerd, MA (RCA)	
Stage, studio									
▶	LGE11j	E11j Fotostudio / Photography Studio	E11j	-/-	Lehargasse 8	0500		Hasler, Gerd, MA (RCA)	

## 5. Add reservation

**+ New arrangement** **Print** **Display administrator** **Settings**

1 Days | 22.09.2025 - 22.09.2025 **Show appointments in a list**

**Details about the date**

**Create New Appointment**

Please note

- The subject of the appointment can be viewed by all identified users.
- The creator of the appointment can be viewed by all identified users.

Subject: **test reservation**  
1 to 255 characters

Contact:   
max. 255 characters

Resource: **E11g Arbeitsplatz1, SW Dunkelkammer / B&W Darkroom (LGEG11g-AP1)**  
Bitte beachten Sie die Werkstättenordnung und die Gebäudeöffnungszeiten!

Authorisation profile: **Students\_11g**

Contact person: **Hasler, Gerd; MA (RCA)**

Comment: **Bitte beachten Sie die Werkstättenordnung und die Gebäudeöff... (+)**

Date: Type of series: ☒ Individual appointment ☐ daily ☐ weekly  
on **22.09.2025**  
Format: DD.MM.YYYY

Time: from **08:00** to **12:00**  
Format: hh:mm

Days without classes: ☐ No appointments in lecture-free periods ☒ including periods without classes

Comment:   
max. 4000 characters

**Save** **Save and Close**

6. The reservation will appear in both the facility's calendar and your personal calendar (found in your profile under the "Calendar" application).

**+ New Personal Appointment** **Export** **Publish** **Print**

Calendar week 38 / 2025

**Week** **Today** **<** **>** **Show appointments in a list**

Monday, 15.09.2025		Tuesday, 16.09.2025
07:00		
08:00		<b>Testreservierung</b> <b>E11g Arbeitsplatz1, SW Dunkelkammer</b> booked by: Testperson, Michael; BEd BEd
09:00		
10:00		
11:00		
12:00		