

The E+I 1951@SkySong Co-working Space

**Address:** 1475 North Scottsdale Road, Room 1951, Scottsdale, AZ 85257

The 1951@SkySong co-working space is an inclusive community space for those interested in launching new ideas and looking for a place to connect with resources, hold community events and collaborate with fellow entrepreneurs. As a dedicated entrepreneurial place for all to create, innovate and connect with others, the space provides a place for community and entrepreneurial support organizations to engage with each other to access and develop much-needed resources.

The co-working space provides the community with open collaboration spaces, accessible individual workspaces and meeting and event areas for all sizes.

We'd love to hear from you. Contact the 1951@SkySong team at [info.1951@asu.edu](mailto:info.1951@asu.edu) with suggestions on how the E+I 1951@SkySong co-working space can be an asset to you and your community.

#### **FAQs:**

##### ***Where do I park?***

Free parking is available onsite.

##### ***Can I work from E+I 1951@SkySong?***

Yes, our collaboration workspace is first come, first serve and designed for entrepreneurs and innovators to quickly pop in and connect. Our collaboration workspace is equipped with twenty eight workstations with monitors.

To access our space, please complete the [co-working space access request form](#). The information collected will help us develop a user list to ensure we get important information to you about the space. The form takes less than 5 minutes to complete and can be completed on a wifi-enabled cell phone. Our workspaces are used on a first-come, first, serve basis and cannot be assigned or secured.

##### ***Who can work from E+I 1951@SkySong?***

All community members who are willing to foster an environment for collaborative innovation in alignment with the ASU Charter and Edson E+I Mission. Our spaces are designed for collisions between innovators who might not otherwise connect, employees of innovative companies, students working on a venture and mentors are all encouraged to utilize the space and contribute to the community.

### ***Can I use the conference room or event space for my upcoming entrepreneurial event?***

Yes, the E+I 1951@SkySong co-working space is designed to be a community asset that builds the entrepreneurial ecosystem. Conference room and event space can be reserved for programs with a small business or entrepreneurial focus and advance the accessibility of resources to all innovators. The co-working space is available for use at all times but it not reservable, but we do have a conference room that seats twelve and an event space that seats up to one hundred available.

To check for availability for the 1951@SkySong conference room you can view the online calendar [here](#) and for the event space [here](#). To make a reservation you need to fill out the form [here](#). These spaces are not for regular daily use, but are meant for larger events and meetings. We also have two individual [PoppinPods](#) available for private calls in a quiet and air conditioned space for calls and online meetings.

### ***Can I attend events and programs happening in the space?***

Yes, we work to ensure the events and programs are accessible to all innovators. Please check out our [Edson E+I event calendar](#) and [sign up for our monthly emails](#) to stay up to date on the free and accessible entrepreneurial programming and events.

### ***Still not sure where to start?***

Not a problem; we highly recommend our community programs listed on the [Edson E+I event calendar](#) as a great first event to plug into the local entrepreneurial ecosystem. These events are always free and open to everyone, no preparation is required, and attendees are invited to join. Visit the event page on our website, [entrepreneurship.asu.edu](http://entrepreneurship.asu.edu) to register.

### ***What amenities are available?***

A kitchen with a sink and bathrooms are available on-site. Refrigerators and a microwave are available for daily use but are cleaned out weekly. We have a Keurig available for general fill-ups. We also include whiteboards, computer monitors with cords, and power cords. In our event space we have a projector, dedicated laptop, and microphones. In the conference room a larger screen is available for use.

### ***What are your hours?***

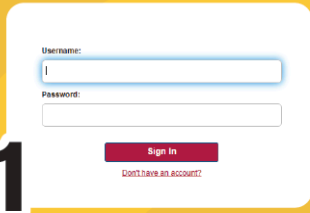
The E+I 1951@SkySong co-working space will be accessible during standard business hours , Monday through Friday from 8:00 AM to 5:00 PM, and during events and programming happening onsite. You'll need to gain affiliate access outside of regular business hours. To initiate the process, please complete the [co-working space access request form](#).

## How do I connect to ASU Guest Wi-Fi?

CONNECTING to the ASU Guest Wireless Network

### 1

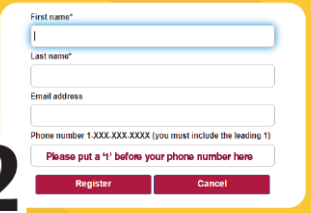
**Turn on Wi-Fi** on the device. From the list of available wireless connections, **connect to the SSID named asu guest**. Open a web browser and try and connect to the internet. If you have not recently connected to "asu guest", then the following screen (1) will be displayed to begin the ASU wireless network guest registration process:



First register to acquire login credentials. **Click "Don't have an account?"**


### 2

**Fill in the registration information and click "Register"**. You can enter a valid email address OR mobile phone number.



**NOTE:** Including both an email address and phone number can possibly delay the process

steps 3-5 on reverse side



ASU student, faculty and staff members may use the encrypted "asu" Wireless SSID (Service Set Identifier) instead but visitors can gain access to the guest network by first registering and then logging in. During the 48 hour time period that these temporary credentials are still active (not expired), the guest user will not have to go through the login process again. Note that asu guest is limited to 10Mbps speeds.

CONNECTING to the ASU Guest Wireless Network

### 3


**Account Created**  
Use the following information to sign on to the network:

**Username:** pa1varado  
**First name:** Paula  
**Last name:** Alvarado

Email Me
Text Me

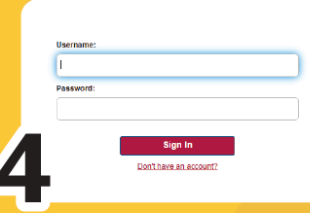
Sign On

Depending on which option you filled in to receive the registration information, the specific button for that option ("**Text me**" in the example above) can be clicked to receive the registration information. After receiving the username and password information, **click "Sign On"**.



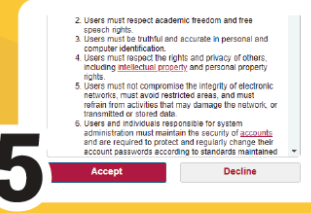
### 4

On the Guest Portal sign in screen, **fill in the username and password** sent to you via text or email and **click "Sign In"**.




### 5

**Click "Accept" to complete the registration process and connect to the asu guest wireless network.**



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### ***Can we have a caterer at our event?***

Yes! So long as the caterer is professional and complies with the ASU policies on [catering and food policies](#) you are welcome to have any caterer you wish. We do not have an approved caterer list; however, we do have a list of suggested caterers [here](#). We have an onsite kitchen and reception area in 1951@SkySong with a sink, microwave, small refrigerators, and a garbage disposal.

### ***Can I serve alcohol at my event?***

We do not allow alcohol to be served in the 1951@SkySong space. There are spaces in the SkySong complex that do allow alcohol to be served managed by the ASU Corporate Engagement and Strategic Partnerships for a fee. For more information you can start by requesting a room [here](#).

### ***What else do I need to know before I reserve a space in 1951@SkySong?***

There are a few policies that you would need to know before reserving the space including:

- Due to how we are funded, we cannot allow any groups to charge their guests to attend events in 1951@SkySong. This includes charging a fee to attend or selling anything in the space.
- Organizations may be required to provide a Certificate of Insurance (COI) to use the space.
- Any events including anyone under the age of 18 will need approval by the 1951@SkySong team before we can book the space.
- Air conditioning at SkySong is controlled centrally and cannot be set up to automatically cool or heat the space after hours. Events falling after standard operating hours, Monday through Friday from 8:00 AM to 5:00 PM, will need to follow the guidelines in the provided space user guide to keep the air conditioning active.
- For events falling after standard operating hours, bathrooms can only be accessed through the building, as the lobby to building's doors will automatically lock. Doors to 1951@SkySong will remain unlocked through the duration of your event.

### ***Will there be a technical team to help troubleshoot problems onsite during my event?***

There is a technical team onsite during our operating hours, Monday through Friday between 8:00 AM and 5:00 PM as well as a J. Orin Edson Entrepreneurship + Innovation staff member in the space to assist. If your event falls after hours, you will be provided with contact

information for assistance. Most problems are simple to solve and there is a guide to the most common problems in the space at all times.

***Will the event space be set up for my event?***

If time and scheduling permits, staff will do their best to set up the event space before you arrive. Occasionally, we are not able to set up the space for your event. Please do plan when booking an event staff to set up and return the space to how you found it.

***What do I do with garbage after my event?***

There are several trash and recycle bins in the space that are emptied every night between Monday and Friday. Please break down and place waste items in the bins and they will be collected. If you find that you do wish to empty the bins, there are dumpsters onsite, but otherwise, they will be handled by our staff in the evening.