

Site Intervention of the Mail Room

Design Center

Proposal by Emily Law

Relational Design

Who has access to the mail room?

As stated in my previous presentation, the people who have access to the mail room include: students, faculty, and people who have a key card.

Observations from the mail room

- People in a hurry to get mail
- Spinning the turn dial multiple times for their combination
- Often blanking on their combo
- Opening the mailbox and seeing mail with excitement
- Opening the mailbox and quickly slamming the door if there is no mail
- Satisfaction of receiving mail and disappointment in not receiving mail.
- At certain times of the day (lunch time) the mail room is very crowded- too much traffic



Conclusions from mail room mapping

- Many people do not check their mail as often as they should
- People become upset if they spend time using their combination and find nothing in their mailbox
- Some people only receive junk mail and immediately throw it away in the trash can.
- There is at least one trash can in the vicinity of each mailbox “section” or “row”



My Proposal: Windows on each mail box

My proposal is to put see through glass or plastic windows on each of the mailboxes.

Benefits

- Less traffic
- More time efficient
- Less disappointment
- If you go and check your mail, if you see junk mail, you will not have to turn the dial to see what's inside



This is a simple solution that can save time and reduce traffic in most all school or communal mail rooms. It can be cost efficient and a smart move for schools across the nation. It has often been used in banks and is used in older style mail rooms. See pictures to the left.



From my mapping assignment, I realized a large portion of the RISD community checks their mail in the time span of a week. Many waste time spinning their dial and open their mail box to find nothing but junk mail. By adding windows one will conserve time. With a small window people will be able to see if they have important mail or not.

Place here. Does not take up much room and could be applied to any school mail room.

Thank you