



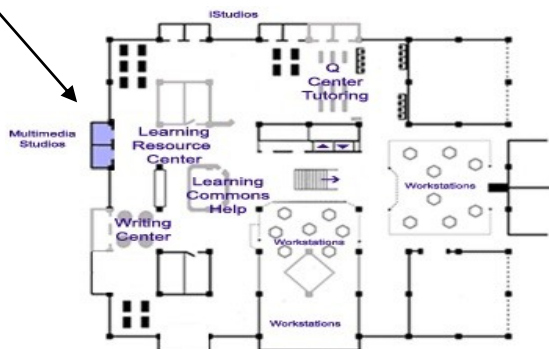
Multimedia Studios

Guidelines for Users

What and Where?

Multimedia Studios in the Learning Commons on level one of Homer Babbidge Library are open to current UConn students from any of its campuses. The studios are for classroom assignments, academic research-related activities, or registered student activities business. The software was purchased under an educational agreement and may not be used for profit-making or business purposes. Training is required to use the equipment. All users will meet with a student educational technology assistant (SETA) to discuss their project. Types of projects include video presentations, audio presentations, PowerPoint presentations, image editing, scanning photos and documents, and conversion to digital formats.

Level one



Reservations

Reservations are made on a first come - first served basis. Walk-ins are allowed but reservations are preferred. Reservations can be made with the SETAs by phone 486.1187 and are displayed on a calendar on the Learning Resource Center (LRC) and Learning Commons websites. Appointments are for 2 hours but may be given away if students are more than 15 minutes late at arrival time.

Please check in when you arrive and sign out when you leave. The hours of the Multimedia Studios are 11:00 AM - 9:00 PM.

Things to know

Studio care

No food or drink is allowed in the studios. Please do not move the furniture from the studios. Do not tamper with software, equipment, or cables. Installation of unauthorized software is prohibited. Please leave the studios in good condition.

Saving your work

Students must bring their own external storage device. Files saved on computers are deleted upon re-boot. External hard drives, large flash drives, DVD-Rs or CDs can be used. UConn's 14 day drop box can be used in an emergency. You can find it at <http://dropbox.uconn.edu>.

Copyright Issues

Students need to follow the same fair use guidelines and permissions as all other members of the university. Students reproducing copyrighted materials, including printed documents, audio, video, and film need to abide by the U.S. Copyright Law. For further information and guidelines visit <http://www.lib.uconn.edu/copyright>

Level 1 Studios 7 & 8

Homer Babbidge Library

Hardware:

- Mac Pro
- 2–23" Monitors with JVC production monitor
- DVD Recorder/VCR combo
- Sony HDV Video Clamshell
- Flat bed Scanner

Software:

- iMovie 06
- Final Cut Studio
- Adobe Premier
- Captivate
- iLife 08
- Photoshop CS2
- Adobe Audition
- Paint.net
- Audacity
- Office 07
- Office 08

