

**To: All Faculty**

**Subject: Equipment in Multimedia Classrooms**

We are pleased to announce that we are making good progress in the initiative to install a permanent technological infrastructure in USC's general-use multimedia classrooms. Over the summer, 19 additional classrooms were upgraded from cart-supported to media-lite or media-lite-plus. We expect to have another 42 classrooms upgraded by spring 2008, with the remaining 10 classrooms scheduled for an upgrade by fall 2008.

Upgraded classrooms do not include computers but do have built-in projectors and other equipment, designed to function with your laptop or a laptop supplied by your school or department. If you need a laptop for classroom use, please contact your school's IT support staff. A comprehensive list of the university's local IT staff is available at: [http://www.usc.edu/its/contact/school\\_list.html](http://www.usc.edu/its/contact/school_list.html).

To learn more about ITS support for multimedia classrooms, visit <http://www.usc.edu/its/multimedia/index.html>.

You will find detailed descriptions of the equipment available in each designated classroom at <http://www.usc.edu/its/multimedia/auditoria/matrix.html>.

If you have any questions about multimedia support or would like to schedule personalized training on the equipment in your classroom, please call extension 16601 or email [multimedia-L@usc.edu](mailto:multimedia-L@usc.edu).

Wishing you a good semester,

Ilee Rhimes  
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