

Subject: Reminder about University Initiative to Upgrade General-Use Classrooms

This is a reminder that beginning January 14, 2008, ITS will no longer deliver multimedia carts to general-use classrooms on the University Park campus. Classrooms that were formerly supported by multimedia carts have been upgraded to include a permanent audiovisual infrastructure as part of a university-wide initiative. Beginning in the spring semester, instructors will need to supply their own laptop for classroom use. ITS provides computers only for those classrooms designated as auditoria. Please make sure that your faculty and IT support staff are aware of this change.

A description of the equipment located in each classroom is available on the ITS Multimedia website at <http://www.usc.edu/its/multimedia/auditoria/matrix.html>.

For additional information, please visit the ITS Multimedia website at <http://www.usc.edu/multimedia>.

If you have questions, please feel free to telephone ITS Multimedia Services at 213-821-6601 or email: multimedia-L@usc.edu.

Sincerely,
Susan E. Metros
Associate Vice Provost and Deputy CIO