

YOUR GUIDE TO MEDIA SERVICES AT THE CCSF OCEAN CAMPUS

AUDIOVISUAL DEPARTMENT

Hours: M–Th, 7:30AM–6:45PM, Friday 7:30AM–2:45PM
Location: Rosenberg LLRC, Third level, R306
Telephone: 452-5411 • Fax: 452-5422
Please visit: www.ccsf.edu/vms/av

SERVICES PROVIDED

Video Library with descriptions available online at www.ccsf.edu/library and access to video rental and purchase sources for classroom use

Three multimedia viewing rooms located in the Rosenberg LLRC equipped with video projection, including internet access

Audio equipment, video equipment, and laptops available to faculty for classroom use

Delivery service on the Ocean Campus is available for some equipment with advance notice

Public Address (PA) Systems and services for CCSF events

Audio and video equipment maintenance and repair

Consultation services for audio and video equipment purchase and utilization

Audio and video duplication services available in accordance with copyright guidelines

Audio recording facility for faculty and staff

Media Preview facility for faculty and staff

Overhead transparencies provided for instructional use

Graphic design, digital imaging and production support for instructionally related projects and presentations

MEDIA CENTER

Hours: M–Th, 8AM–6:45PM, Friday 8AM–2:45PM, Saturday, 10AM–1:45PM • Location: Rosenberg LLRC, R403
Telephone: 452-5423 or 452-5426
Please visit: www.ccsf.edu/lmc

SERVICES PROVIDED

A general collection of materials chosen to enrich and supplement the college curriculum with online descriptions available electronically at all Center libraries

Broad selection of DVD and video course-specific materials

Provide appropriate equipment for the students to use within the Media Center

Viewing of materials by students, either suggested or produced by their instructors

Media preview, selection and purchase assistance for instructors

Audio and video available to faculty for classroom use

Faculty members may place supplemental audiovisual materials on reserve for student usage in the Media Center

4 electronic keyboards with headphones for student use

32 computers for word processing with internet access

Print station available for student use

BROADCAST MEDIA SERVICES

Hours: M–Th, 7AM–10PM, Friday 7AM–5PM
Saturday & Sunday services sometimes available
Location: Arts Extension, AX 169 • Telephone: 239-3525
Please visit: www.ccsf.edu/bms

SERVICES PROVIDED

Video playback units delivered to Ocean Campus classrooms and meetings

Smart Cart (LCD projector/speakers/computer/internet access) with training available on Ocean Campus

Teleproduction facilities, equipment and staff for instructional and promotional video projects

Project management for video and audio projects

Digitizing video and audio clips for web pages

Single/multi-classroom video distribution on Ocean Campus

Video viewing and conference room (ArtX 170)

Video recording for classes, meetings and evaluations

Off-air recording and video to DVD duplication within copyright guidelines

Live captioned webstreaming/online video web archiving

Production & technical support for EATV Ch 27 & 75, including operations of the Ocean Campus MUB Teleclass Production Room

Consultations & expertise regarding satellite, webstreaming, audio & video equipment, production & services for instructional programs