

# Instructional Media Services

**Instructional Media Center  
Library North, First Floor  
and Basement  
(209) 294-2674**

**Instructional  
Telecommunication Center  
Speech Arts, Room 157  
(209) 294-3066**

**Director, David F. Quadro**

Instructional Media Services functions as an academic support unit of the university. Its primary mission is to improve the quality of instruction and research through the use of audiovisual and television resources. The Instructional Media Center and the Instructional Telecommunication Center are the two divisions. They provide three types of service.

**Media Materials and Equipment.** More than 9,000 programs (films, slide sets, filmstrips, audio and video cassette tapes, etc.) are available on campus. Besides our collection, off-campus resources provide access to additional materials via free loans, rentals, leases, and contracts. Commercial and public television programs may be recorded off the air and used for educational purposes, but only in accordance with copyright laws and congressional guidelines. Equipment may be booked for classroom and research uses and will be delivered to on-campus locations if ordered at least 24 hours in advance. Facilities are available for previewing materials.



**Maintenance and Repair.** Servicing of all campus audiovisual and television equipment and facilities is the responsibility of our technical staffs. They are also available to consult on the design and construction of media systems and facilities for general and special purpose uses.

**Production.** The Instructional Media Center has four major production services. Our graphic artists create and assemble course, research, and administrative materials, such as graphs, tables, drawings, brochures, signs, flyers, and forms. In our photoelectronic typesetting facility, we produce conventional camera-ready copy of the highest quality and certain types of electronically created finished artwork. Our photographic staff can accomplish studio, location, and copystand assignments with color, or black and white film of various types. In our sound recording and duplication facility, audiotape programs for use independently or in conjunction with other

media (e.g., slide sets and filmstrips) are produced. High speed cassette duplication equipment enables us to reproduce tapes in a fast and efficient manner. Commercially produced audiotapes are duplicated only in accordance with copyright laws and congressional guidelines.

The Instructional Telecommunication Center's production capability centers on our studio complex, which contains radio, television, and duplication facilities. Location videotaping is also available. Materials that cannot be acquired from outside sources are designed, developed, and realized using these resources. Programs produced on campus are viewed in classes, on local cable channels, and on broadcast television. In addition, several classrooms are equipped with television camera-recorder units for instructional use. Activities such as student teaching, interpersonal interactions, faculty self-evaluation, role modeling, interviewing, and speech presentations can be taped and viewed.

