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## Multimedia Equipment Loan Program

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# Multimedia Equipment Loan Program

NEFLIN Annual Meeting 2020

Jennifer L. Murray, Associate Dean

Adam Chalmers, Systems and Digital Technologies Librarian



# Project Overview

- Provide high-quality audio and visual recording equipment
- Provide online training and workshops
- Publish projects that support scholarship
- Maximize student success!



# Project Need

- To gain hands-on experience
- For use across UNF disciplines including Humanities and Social Sciences
  - *Anthropology*: collect qualitative interviews and life histories of local and regional subcultures
  - *Music*: produce high quality audio recordings needed to properly self-evaluate and build confidence
- Many students don't have resources to acquire equipment on their own



# Implementation Team

- ***Systems and Digital Technologies Librarian***: project lead, policies and procedures, documentation, workshops and online training
- ***Cataloging's Library Services Specialist***: catalog equipment
- ***Digital Projects staff***: create new collection and add completed projects to Digital Commons
- ***Public Services staff***: assist with policies and procedures
- ***Library Communications staff***: promote equipment and training



# Expected Impact

- Allow the library to support diverse needs of users
- Allow users to produce high-quality content free of charge
- Give users flexibility to use equipment
- Share work on a global scale and preserve long term in Digital Commons



# Equipment Selected

- Categories
  - Cameras
  - Microphones
  - Audio Interfaces
  - Accessories



# Equipment Handling Procedures

- Policies
  - Reserve day before for pickup
  - 14 day checkout
  - Students must agree to guidelines
- Cleaning Procedures
  - 4 Day quarantine for COVID
  - Disinfect hard surfaced items and microphone foam





# Training for Staff and Users

- Library Guide with basic equipment information and links to manufacture specification and instructions
- General overview tutorial
- Additional instructions and videos for selected equipment
- Online workshop demos



# Promoting/Marketing

- Campus wide announcements
  - Newsletters
  - Social media
- Website Banners
- Library Displays



# Questions?

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