Technology Services

Moody College of Communication Facilities

- Classroom Technology
  - Audio-Visual Equipment Set Up
    - Classroom AV
      - ATEM Operation Manual
      - Chrome - How to Fix NetFlix - Error for content playback
      - Classroom - Lavalier Microphones How to Check Batteries
      - CMA 5130 RTF Conference Room TV Settings - Preferred Film Look Settings
      - Console Instructions
      - Crestron - Audio Midi Setup for 5.1 Speaker output
      - DMC 3.206 Amplifier - Amp Power Outage - How to Turn on Power Sequencers
      - DMC 5.208 - Audio Board Setup and Quickstart
      - Doc Cam - IPEVO - Desktop Document Camera or Doc Cam
      - Google Hangouts - How to Setup a Session - Using Classroom Webcams
      - How to Connect a Laptop in a College of Communication Classroom
      - How to Connect an Auxiliary Device in a College of Communication Classroom
      - How to control the volume in a College of Communication Classroom
      - How to get help in a College of Communication Classroom
      - How to play a Disc in a Classroom
      - How to Play a Non-Region 1 Disc in a Classroom
      - How to Record a Video Lecture in the DMC 1.202 Lecture Hall.
      - How to turn off the Projector in a College of Communication Classroom
      - How to turn on the Projector in a College of Communication Classroom
      - How to use a Classroom Computer in a College of Communication Classroom
      - How to use a Doc Cam in a College of Communication Classroom
      - How to use the Microphones in Moody Communication classrooms
      - Monitor Calibration - Calman ISF Workflow V2
      - Monitor Calibration - LG OLED 55C7P Calman and Klein Workflow
      - Other Uses for the Laptop Connection
      - Projection
        - Eiki
          - 4D Eiki Projector Instructions
        - Kodak - Pageant Projector Setup
        - Projector Calibration Check with HD Color Bars
        - QLab - Quicktime Player for Screenings Setup Workflow
        - Sennheiser Wireless Microphones - How to Setup for Recording
        - Sony TriMaster EL 4K HDR Monitor - How to setup the HDR settings
        - Surround Sound Test File
        - Teaching Console Overview
        - Using a Portable Video Conference System
        - Using a Portable Voice Conference (Teleconference) System
        - VLC - Playback Preferences Settings
        - Webcam Checkout - Skype Setup on COC Classroom Audio Video Systems
        - Webcam - Record a lecture using Adobe Connect
        - Webcam - Record a lecture using QuickTime (Mac OS ONLY!)
        - Webcam - Record a lecture using Zoom
        - Webcam - Skype Setup on COC Classroom Audio Video Systems
          - How to use Remote Support in Zoom.us
          - Web Meeting Zoom App how to - Works like Skype but better
          - Zoom - How to Admit Guests That are Not in the University of Texas Domain
        - Windows 10 - How to Record Audio with Voice Recorder App
        - Zoom - How to Update Zoom on Mac Labs and Windows Teaching Stations IT version
        - Zoom - Sharing computer sound during screen sharing - Use this for ProTools Zoom Sessions
      - KiPro Mini
        - Capture video from the KiPro mini
        - CMB 4.130 Recording with the Ki Pro Mini on Compact Flash Cards
        - Copy a video off an AJA KiPro
        - Format the AJA KiPro
        - Format the KiPro mini
        - KiPro Mini workflow
      - Ross Crossover switcher
        - Chroma Key
        - Photoshop - How to Save a Graphic in PhotoShop to use in Ross Switcher Still Store
        - Reset Mobile TV Switcher from Default Power-Off State
        - Ross Crossover Switcher - How to Check and Set the Crosspoints and Set Correctly
        - Ross Crossover Switcher - How to Fix a Sync Line in Remote Camera Input or Frame Sync the Input
        - Ross - Crossover Switcher - How to fix the Character Generator or Ross XPressions Alpha Chanel
        - Ross - Crossover Switcher - How to load a Lower Third
        - Ross - Crossover Switcher - How to Recall a Memory Setting
        - Ross Crossover Switcher - How to Reset the Switcher
        - Ross - Crossover Switcher - How to set the Key Transition Durations Cuts
        - Ross Crossover Switcher – How to set the “Still Store Media” key type
        - Ross Crossover Switcher - How to set to External Sync
- Ross Crossover Switcher - N Pass setup

- Computer Systems
  - Dual-Boot (MAC-WINDOWS)
  - Dualboot Classroom control policies

- Macintosh Systems
  - How to Sync the Apple Remote to the Mac
  - Powering on a Mac mini

- Windows Systems

- Technology Assistance
  - Crestron Room / Door Scheduler Touch Panel - How to Reset If It Is Not Showing the Correct Schedule
  - DMC
    - DMC 3.208 Reporter workflow - Fishbowl Live Remote Reporter Stand Up Reporting Texas
    - DMC 4.206 ADV Collaboration Room AV System
      - DMC 4.206 For Lab Manager: Adding & Removing Teacher Brandwatch Computer Access Codes
      - DMC 4.206 For Lab Manager: Controlling Brandwatch & Lobby TV Computers
      - DMC 4.206 For Lab Manager: Setting Computer Names on Touchpanels
      - DMC 4.206 For Lab Manager: Setting Daily & Holiday TV Schedule
      - DMC 4.206 For Lab Manager: Setting Default Routing for TVs
      - DMC 4.206 For Lab Manager: Temporarily Changing what's shown on the TVs
      - DMC 4.206 For Teachers: Controlling Brandwatch Computers
      - DMC 4.206 For Teachers: Using the Classroom AV System for Advanced Routing
      - DMC 4.206 For Teachers: Using the Classroom AV System for Basic Presentations
    - DMC 4.208 ADV Lounge AV System
    - DMC 5.208 - Allen & Heath Workflow

- CMA
  - CMA 2.2xxx CSD Clinic
    - SLHS Clinical Students
      - Record & Upload a Clinical Session.
      - Using Adobe Connect for a Telemedicine Session in the SLHS Clinic
      - View “Project Skills” DVD on SLHS Clinic PCs
    - SLHS Clinical Supervisors
      - Granting login access to clinical computers
      - How to view & record multiple clinical sessions simultaneously
    - CMA 2.2xxx CSD Research Labs
      - CMA 2.2xx CSD Research Labs - Facility Documentation
        - CSD Research Lab 1 & Sound Booths - Facility Technical Documentation - CMA 2.226
        - CSD Research Lab 2 & Sound Booth - Facility Technical Documentation - CMA 2.228
      - CMA 2.228A Lab 2 Sound Booth - Ventilation Fan System
      - CSD Research Lab 3 & Sound Booth - Facility Technical Documentation - CMA 2.230A
      - CSD Research Lab 4 - Facility Technical Documentation - CMA 2.268
      - CSD Research Lab 5 - Facility Technical Documentation - CMA 2.264
      - CSD Research Lab 6 - Facility Technical Documentation - CMA 2.260
      - CSD Research Lab 7 - Facility Technical Documentation - CMA 2.256
      - CSD Research Lab 8 - Facility Technical Documentation - CMA 2.266
      - How to Record Test Subject Sessions in AAC Lab 8
      - CSD Research Lab 9 - Facility Technical Documentation - CMA 2.270
  - CMA 2.228 Soundbooth E
  - CMA 2.230 CSD Audiology Booths
    - CMA 2.230 Sound Booths - Equipment Manuals
    - CMA 2.230 Sound Booths - Facility Documentation
    - CSD Sound Booth Pair B - Facility Technical Documentation - CMA 2.230C & D
    - CSD Sound Booth Pair C - Facility Technical Documentation - CMA 2.230F
    - CSD Sound Booth Pair D - Facility Technical Documentation - CMA 2.230G
    - CSD Sound Booth Pair E - Facility Technical Documentation - CMA 2.230J & M
    - CSD Sound Booth Pair F - Facility Technical Documentation - CMA 2.230L & N
    - CSD Sound Booth Pair G - Facility Technical Documentation - CMA 2.230H & K
  - CMA 2.230 Sound Booths - Helpsheets Audiology
    - How to Power On / Power Off Audiology Sound Booths
    - How to Present External Audio Stimuli from CD
    - How to Present External Audio Stimuli from CD using the Aurical Aud Audiometer
    - How to Present External Audio Stimuli from iPod / Laptop / External Device
    - How to Present External Audio Stimuli from iPod / Laptop / External Device using the Aurical Aud Audiometer
    - How to Present External Audio Stimuli from PC - Focusrite Soundcards
    - How to Present External Audio Stimuli from PC - Focusrite Soundcards using the Aurical Aud Audiometer
    - How to Present External Stereo Audio Stimuli from PC - MOTU Soundcards
    - How to provide VRA to young test subjects (monkeys & TVs)
    - How to use Assistant's In-Ear Monitor System
    - How to Use Mother's Distraction System
  - CMA 2.230 Sound Booths - Helpsheets Research
    - Adjust MOTU channel levels
    - How to Create Noise & Tone audio test files in Adobe Audition
    - How to Present External Multi-Channel Audio Stimuli from PC - MOTU Soundcards
    - How to Present Multiple Simultaneous Audio Stimuli from PC
    - How to Record Custom Audio Speech Samples for Audiological Testing
  - CMA 4.138 - Digital Media Lab
    - Copy of Media Duplication – VHS to DVD - (Panasonic DMR-EZ47V)
    - Headphones - How to Connect Bluetooth Headphones
    - Machine Room Dubbing
    - Media Duplication – CD, DVD Duplication Tower
Media Duplication – Mini DV to DVD - (JVC SR-DVM70)
Media Duplication – VHS to DVD - (Panasonic DMR-EZ47V)
Setting HDV Deck to Standard DV
Single DVD Duplicator workflow

CMA 4.140 - Digital Media Audio Suite
  CMB 1.109 USB MP3 recorders
  Finalize a CD using a CD recorder
  Record Telephone audio in the Radio Room

CMA 4.144 - Digital Media Classroom
  Anaconda Navigator - How to Install to Anyuser Account
  CMA - DML - Digital Media Labs PROCTORS Checklists
  Moody College of Communication Computer Classrooms and Labs
  Digital Media Labs and CMB Proctor - Student Worker Policies
  Linkedin Learning (formerly Lynda.com) Free for UT Students, Faculty and Staff
  Microsoft Teams - How to Add and Remove Members
  Microsoft Teams - Proctor Workflow

Template Revision History

CMB
  4K Post Production Workflow - AVID and Premiere
  Advanced Narrative Double System - 4K Post Production Workflow
  AVID - After Effects - Rendering out an HD Video Project
  Class Projects and Incorporating the Green Screen in Studio 4B (CMB 4.118)
  CMB1 Behavioral Science Lab

CMB1 Behavioral Science Lab Administration Guide
  CMB1 Behavioral Science Lab Administration Frequently Asked Questions
  Configure Usher BSL Camera portal settings for CMB1 Behavioral Science Lab
  Grant researchers access to cameras in CMB1 Behavioral Science Lab
  How to move a camera in CMB1 Behavioral Science Lab
  How to reconfigure PCs in Experimental Rooms in CMB1 Behavioral Science Lab
  On-Boarding/Off-Boarding a New/Retiring BSL Lab Manager

CMB1 Behavioral Science Lab Technical User Guide
  Axis IP camera video: Audio Playback Problems, Editing Problems
  How to record session audio in CMB1 Behavioral Science Lab
  How to store a recorded session video in CMB1 Behavioral Science Lab
  How to use intercom to contact test participants in CMB1 Behavioral Science Lab
  How to use your own computer to view & record cameras in CMB1 Behavioral Science Lab
  How to View Cameras & Record Session Videos in CMB1 Behavioral Science Lab
  Screen Recording

CMB 1.116 Mock MRI Scanner Facility
  Booth Protocols
  Find Files on Mock Scan Computer
  Map to Austin Disk
  Saving E-prime Output to Austin Disk
  Button Box
  Change Audacity Output to Focusrite Scarlett
  CMB 1.116 Mock MRI Scanner Facility Photos
  Configure VLC to output to MRI Speakers
  Running a subject in the CMB1.116 MRI Simulator

CMB 1.106A - ProTools HD 3
CMB 1.106B - AVID-ProTools-Sound Booth
CMB 1.111 - AVID-ProTools
CMB 1.113 - AVID-ProTools
CMB 3.102Q AMB Open Improv Room
  CMB 3.102Q - How to adjust audio levels sent to ceiling speakers, recording cameras & remote participants
  CMB 3.102Q - How to Connect external microphones & auxiliary sources

CMB 3.102U/V/W AMB Acoustic Research Lab
  CMB 3.102U - Audio Stimuli - How to adjust researcher's audio stimuli speaker volume
  CMB 3.102U - Audio Stimuli - How to calibrate test subject's audio stimuli speaker volume/ headphone volume
  CMB 3.102U - Audio Stimuli - How to present audio stimuli to test subject via headphoes vs. speakers
  CMB 3.102V - Chronos - Chronos Troubleshooting
  CMB 3.102V - Intercom - How to listen & talk back to research subject via intercom
  CMB 3.102V - Intercom - How to talkback privately to a facilitator's earpiece; how to tune/troubleshoot RF beltpack channels
  CMB 3.102V - Subject Microphone - How to adjust test subject microphone gain into Chronos
  CMB 3.102V - Subject Microphone - How to adjust test subject microphone phantom power, gain into video camera system
  CMB 3.102V - Subject Microphone - How to configure Chronos for test subject microphone audio threshold trigger timing
  CMB 3.102V - Subject Microphone - How to configure Chronos to prevent audio feedback
  CMB 3.102V - Video Analysis - How to copy/upload/view/edt/trim backup recordings from ATEM video switcher ISO SSD
  CMB 3.102V - Video Analysis - How to copy/upload/view/edt/trim Picture in Picture video from ATEM switcher
  CMB 3.102V - Video Analysis - How to copy/upload/view/edt/trim recordings from ISO SSD at camera
  CMB 3.102V - Video Stimuli - How to configure Chronos for test subject LCD monitor trigger timing
  CMB 3.102V - Video Stimuli - How to present video stimuli to test subject
  CMB 3.102V - Video System - How to adjust camera settings, macros, whitebalance, focus, & zoom
  CMB 3.102V - Video System - How to move & adjust Clinic Camera on T-Bar Mounted Arm
  CMB 3.102V - Video System - How to move & adjust the T-bar French Cleat Wall Hanging System
  CMB 3.102V - Video System - How to record backup ISO video to SSD at camera
  CMB 3.102V - Video System - How to record to SSD from ATEM switcher with Program and ISO
  CMB 3.102V - Video System - How to turn on & configure ATEM video switcher

CMB 4.114 - Classroom
CMB 4.122 - Studio 4C
Crestron - Audio Patch around fix
Doremi - Barco - DCP - Ingest and Playback Workflow
FCP Final Cut Pro Version 7 - Projection Settings Fix Dark Image Display
How to Play a DCP in CMB 4.122

CMB 4.128 - Studio 4E
- CMB 4.128 Hot Lights for photography
- CMB 4.128 Interview Set Lighting
- CMB 4.128 Photo Studio Flashes
- How to Patch in a Handheld (remote) 4th Camera to the Ross Switcher CMB 4.118 or any CMB Studio

CMB 4.130 - TV Production Control Room
- AJA Ki Pro Ultra - Three Camera Recording Workflow
- Clip Jockey - Linked Player Recording Using the Omneon Server
- CMB 4.130 - Broadcast Journalism JVC Live Remote Camera Free Wi-Fi Workflow
- CMB 4.130 Countdown Clock
- CMB 4.130 TV Production Control Room (PCR)
- CMB 4.130 TV Production Control Room - Broadcast Journalism Premiere Video Playback Operators Workflow
- CMB 4.130 TV Production Control Room - Equipment Manuals
- CMB 4.130 TV Production Control Room - KiPro Mini Recorder
- CMB 4.130 TV Production Control Room - Put a phone call on-air
- CMB 4.130 TV Production Control Room - Remote Mac - Show Maps & Web Content on air
- CMB 4.130 TV Production Control Room - Remote Mac - Show Skype Interview on air
- CMB 4.130 TV Program Control Room - Broadcast Journalism Live Remote Camera
- CMB 4.130 TV Program Control Room - Recording a Production
- CMB 4.130 TV Program Control Room - Streaming & Recording with AJA HELO
- CMB 4.130 Reporting Texas TV Journalism - Streaming & Recording with AJA HELO Quick Setup
- How To Export and FTP to the HyperDeck Mini
- How to Setup the Blackmagic Design Web Presenter for Streaming the Studio 4B Productions with interactivity to the studio talent
- Reporting Texas TV - Locating team logos for Full Screen Scoreboard
- Ross - Crossover Switcher - Chroma Key settings
- Ross - Crossover Switcher - How to set the Key Transition Durations Cuts (0 frames) or Dissolves
- Rundown Creator - how to make user accounts and manage user accounts
- Rundown Creator - Teleprompter - IMac Display Settings and Quick Start Guide
- Setting up Studio 4E for Interview Recording
- Set up a temporary larger louder studio announce speaker
- Texas Newswatch Remote NewsCast Rig Workflow for Shows on the DMC Plaza
- Xpression CG Hardware setup
- CMB 4.130 Reporting Texas TV Journalism - Streaming & Recording with AJA HELO - Texas NewsWatch
- Ross Xpression Prime - How To Modify Graphics - Reporting Texas - Texas Newswatch
- How to load the Reporting Texas TV Stream Deck Profile
- CMB 4.130 CAM 4 Routing Workaround

CMB 4.130 - Voces Recording Production Setup

CMB 4th Floor Studios - Notes on Electricity in the Studios

CMB 6.102 - Studio 6A
- CMB 6.102 - Camera Snakes, Floor Monitor Snakes, Teacher Console Snakes
- CMB 6.102 - How to Adjust Trims on DANTE Audio Inputs
- CMB 6.102 - How to Control Grid Lighting with the ETC Expressions Console (Legacy)
- CMB 6.102 - How to Operate Audio for Video Mixer - Allen & Heath
- CMB 6.102 - How to Operate FOH mixer, ISO recorder
- CMB 6.102 - How to Operate Stage Monitors
- CMB 6.102 - How to Operate Teleprompter & Confidence Monitors
- CMB 6.102 - How to Operate the Shoulder Camera System
- CMB 6.102 - How to Operate Video Switcher and Recording Components
  - Blackmagic Design ATEM Switcher Notes
- CMB 6.102 - How to Turn Off & Lock the Studio
- CMB 6.102 - How to Turn Off and On All Cameras - Panasonic Camera Remote Controller
- CMB 6.102 - How to Turn On the Studio
- CMB 6.102 - How to Use the Camera Crane for Productions
- CMB 6.102 - How to use the Intercom Systems
- CMB 6.102 - How to Operate the Overhead Grid System
- CMB 6.102 - How to control Mixers with an iPad
- CMB 6.102 - Stage/Technical Equipment Inventory
- CMB 6.102 - Front Of House Mixer - How to Reset the SoundCraft to Moody Defaults
- CMB 6.102 - Front Of House Mixer How to Link Tracks Faders on the SoundCraft Mixer
- CMB 6.102 - Light Palette VL 3000 Lighting Board
- CMB 6.102 - Breakout Power for Production Equipment
Moody College Equipment Checkout

- Moody College of Communication Equipment Checkout Policies
- Moody College Equipment Checkout Equipment Information
  - Audio Accessories
    - Audio Recorders and Mixers
      - Sound Devices 633
        - 633 Basic Setup Guide
      - Sound Devices 664
      - Sound Devices 744T
        - Connecting a Sound Devices 702T or 744T Digital Audio Recorder to a computer
        - How to set up the 702T or the 744T for Double System Recording for VIDEO
        - How to set the 744T for TRUE 24 (not 23.98) frame recording of video or Film
    - Tascam DR-70D
      - How to record narration audio using the Tascam DR-70D with phantom-powered AKG studio microphone
    - Zoom F1-SP Field Recorder with Shotgun Mic
    - Zoom H1
    - Zoom H2
    - Zoom H5
    - Zoom H6
  - Sound Devices 302 or 442 Mixer
    - Sound Devices 442 Manual
    - Sound Devices 302 - Quick Start Guide
  - Beachtek DXA-4 XLR Adapter
  - Hammer & Anvil 2 Channel XLR Mixer
  - Batteries and Extension Cords
    - Camera Accessories
      - Deity TC - SL1 Smart Slate - How to Sync Video and Audio Equipment Timecode
      - Epson PowerLite 1761W Projector
      - Sony 24" 3D Monitor
        - Sony LMD 425 Stereoscopic 3D Video Monitor - How to set for normal 2D screening
        - Sony LMD 425 Stereoscopic 3D Video Monitor - How to Set to Side by Side or Dual SDI
  - Cameras
    - Arri Alexa
    - Arri SR
      - Arri SR-16 16mm film camera - How to load film
      - Arri Magazine and Battery Info Sheet
      - Film Specifications
      - Notes On Pipp
      - Speed Controllers and Milliframe Controllers Info
    - Blackmagic Pocket Cinema Camera 6K
      - Blackmagic Pocket 6K Cinema Camera - and AVID Post Production Workflow
        - AVID 4K Workflow - How To Link and Transcode for Offline Editing
    - Bolex Cameras
      - Bolex 16mm Film Camera- How to Load Film
      - Bolex Camera guide
      - Bolex Cameras and their attributes
      - Bolex H16 manual
      - Bolex SBM Correctly attaching the Bayonet to c-mount adapter.
        - Using the Film Splicer
    - Canon 70D
      - Canon - 70D Quick Start Guide
    - Canon C100
      - Cannon C100 how to turn on Menu Overlays
      - Canon C100 and Ninja2 23.98fps recording workflow
      - Canon C100 - Easy Setup for Recording to the Sound Devices Pix 220 or 240
      - Canon - C200 - Quick Start Guide for Recording
- Canon EOS RP
- Canon XC15 Camera
- GoPro Hero4
- JVC GY-HM660U
- Panasonic AG-CX350
  - Panasonic - AG-CX350 - Quick Start Guide
- Panasonic AG-DVX200
  - Panasonic - DVX 200 - Quick Start Recording Workflow
- Panasonic AG-UX90
  - Panasonic - UX90 - Quick Start Guide
- Panasonic G7 Camera
- Panasonic GH5 Camera
- Panasonic GH5 Camera
  - Panasonic GH5 - Cinema HD - Camera Quick Start
- Panasonic VariCam LT
- Ricoh Theta V 360 Camera
- Sony A7s ii Camera
- Sony F5
  - Sony PMW F5 4K Recording to SxS cards and Adobe Premiere Project Setup
  - Sony PMW F5 4K Recording to SxS cards and AVID Project Setup for Transcoding Media
  - Sony PMW F5 recording to Gemini 10 bit 4444 Dual Link Recording Workflow
- Sony PXW-FS5
- Canon DSLR Video Recording
- RED - KOMODO Quick Start Guide Recommended Workflow
- (Advanced Users) Sony FX9 Quick Start Guide Recommended Workflow
- (Beginner Users) Sony FX6 Quick Start Guide Recommended Workflow
- Sony FX6 How to See Image Out of the HDMI to the Projector
- ARRI Alexa 35 Quick Start Guide
- Sony FX9 Camera
- Sony FX6 Camera

- Equipment for Faculty, Staff and Graduate Students
  - Bose L1 PA Speaker
  - Mackie SRM150 PA Speaker

- Grip and Lighting Accessories
  - Canon ST-E2 Speedlite Transmitter
  - Minolta Auto Meter
  - Pocket Wizard Plus II
  - Sekonic L-308s
  - Sekonic L-398 Light Meter
  - Sekonic L-398 help sheet
  - Sekonic L-758
  - Spectra Pro IV-A

- Lenses and Filters
  - Arri/Zeiss Super Speed 35mm PL Mount Film Lens Kit
  - Canon CN7x17 KAS S Cine-Servo 17-120mm T2.95 PL Mount Lens
  - Canon Lenses
  - Cooke Mini S4i Lenses
  - Large Canon Zoom Lens Info
  - Lens Transportation Info
  - Schneider Xenon FF Prime Lenses
  - Sony Cine Alta Lenses
  - Using the Canon Zoom with the F5
  - Xeen PL Mount Lens Kit
  - Zeiss CP2 Prime Lens Kit

- Lights and Light Modifiers
  - How to Use the Video Light Bank with the 800 HMI Joker
  - ikan Small Interview Dual Color Kit with Two iLED312-v2 and One IB508-v2
  - Jab Daylight Manual
  - K5600 HMI Lights
  - Lighting and Grip Equipment Table
  - Neewer Foldable 256 LED Lighting Panel on Frabic
  - Quasar Tubes Q-LED X CrossFade Linear Lamp

- Microphones
  - Audio Technica BP 4029
    - Quickstart Guide for Simple MS recording with the BP4029 mic AG
  - Lectrosonics Wireless Lavaliers
  - Microphone Information Table
  - Microphone Manuals
  - On-Camera Mics for DSLR
    - How to record narration audio using the Rode USB studio mic & a laptop
  - Rode NT-USB Microphone
  - Sennheiser AVX Wireless Lavalier Microphone
  - Sennheiser EW G3 Wireless Lavaliar
    - Lavaliar - Sennheiser EW100 Quick Start Guide

- Mobile Production and Other
- Tripods and Camera Support
  - Axler Foldable Crane Slider
  - Bogen Tripod for 318 - Quick Start Guide
  - DJI-Ronin M Handheld 3-Axis Gimbal Stabilizer
• E-Image ES50 Slider
• Libec Tripod - How to Setup and Use
• Manfrotto Tripod 394H - Quick Start Guide
• Zhiyun Crane Plus Handheld Gimbal Stabilizer

• Equipment Sanitization
• Camera Sanitization
• Equipment Checkout Student Worker Policies

Policies, Rules and Procedures
• Moody College Technology Purchasing Policy and Procedures
  ◦ Adobe 2017-18 License Agreement in the Moody College
  ◦ Adobe Creative Cloud Managed Licensing and Installation Workflow
  ◦ Adobe Creative Cloud and Acrobat in the Moody College for 2023
• Moody College of Communication Technology Services SLA
  ◦ Service Level Agreements
    ◦ SLA - Classroom Technology
    ◦ Moody College of Communication Computer Encryption
    ◦ Communication Maintenance Schedule
    ◦ Infrastructure Maintenance Schedule
    ◦ Reporting a ServiceDesk Incident/Request
• Lab Configuration Policy
  ◦ Common Software and Deployment Policy
  ◦ DVD media on reserve
• Using the COMM Shares Server
• Video Production and Hosting Solutions
• Morning Classroom Rounds
  ◦ Classroom Technology Rounds Items to Check
  ◦ Troubleshooting Checklist Matrix for Classroom Technology Problems
• Policy regarding administrator accounts for Moody College of Communication
• Email Compliance for Official University Business
• Media Production Policies & Rules
  ◦ Editing Suites Rules for RTF Production MFA Graduate Students
  ◦ Reservation Policy for RTF Projects
  ◦ RTF Safety Policy
  ◦ UT Moody - CMB Studio Rules
  ◦ Weapons Policy
• Computer Management at the Moody College and UT - Spring 2023
  ◦ MECM - How to Wipe User Accounts or Profiles and How to Wipe Storage Drive :D Data Drive
  ◦ MECM - Microsoft Endpoint Configuration Manager - How to Create a Software Application and Deploy a .msi Installer
    ◦ MECM - How to Manually Install MECM SCCM Client on Windows Computers
    ◦ MECM Microsoft Configuration Manager application - How to Install on Windows Computers

Radio-Television and Film (RTF)

Speech, Language and Hearing Sciences (SLHS)

Journalism and Media (JOU)
• Broadcast Journalism student Premiere settings - Project Setup
• EZNews Setup and User Configuration
• How to use the Mult-box (press feed)
• J311 F Journalism Digital Storytelling Step By Step Post Production Workflow
• J330, 335 and J363 Broadcast Journalism Step By Step Post Production Workflow

Moody Communication Special Events Archive

Inventory
• How-to Scan for Inventory using Office of Accounting Symbol scanners
• How to Run an NVP Report
  ◦ How to Access Green Output in Austin Disk
• Annual Inventory Certification: Unit Codes and Departmental Contacts
• Inventory DEFINE fields
• Moody College Off-Campus Equipment Policy
• Communication Inventory - CCART processing for UT Surplus
• Inventory ‘Best Practices’

Zoom Teaching in a Moody Classroom
Audio with Zoom in rooms with ceiling microphones only
Audio with Zoom in rooms with Rolls mixers at the rack
Audio with Zoom in rooms with Shure mixers at the rack
Teaching with Zoom via Canvas

Uploading and Sharing Files with Box

Moody Web
- Overview - Moody Web
- Pages with images that need to be resized
- Becoming a Web Content Editor

Moody Urgent Alerts
- Verifying Your Everbridge Contact Information

Appspace
- Approve a reservation request - for Room Owners.
- Appspace - Concierge View Workflow
- Appspace - How to Invite Users - Add to Moody Tech Proctors - Suspend or Delete Accounts
- Appspace How to Make Reservations - Proctor Workflow
- Appspace - Reservation Request Form Download
- Book on behalf of others
- Creating a reservation in Appspace
- How to cancel or delete reservations in Appspace
- How to create an Appspace space reservation account (For Moody Tech only)
- Logging in to Appspace Employee App (Space/Room Reservation)
- Requesting Access to Appspace
- Room Reservation Policy
- Searching for spaces in Appspace
- Signing up to the Appspace cloud service via invitation email

JAMF - Workflows Managing Apple Computers
- JAMF - AVID Nexis - How to Fix the Firewall Blocking Server Access
- JAMF - How to Add an Exception to One Computer
- JAMF - How to Change the Computer Name
- JAMF - How to Copy "shares" to Users - Shared Folder and make an Installer Package Using Composer
- JAMF - How to Delete a Computer from JAMF COMM dashboard
- JAMF - How to Delete a local user account
- JAMF - How to Download and Install JAMF Pro Composer - For Making Install Packages
- JAMF - How to Exclude a Computer Group From a Policy or Installation of an App
- JAMF - How to make a package
- JAMF - How to make a local user account
- JAMF - How to Make App Store Apps Installer Packages Using Composer
- JAMF - How to make a Smart Computer Group - separate lab computer group
- JAMF - How to Make Custom Desktop and Installer Package Using Composer
- JAMF - How to Modify or Update an Install Package
- JAMF - How to Re-Run a Policy on a Computer by Flushing the Policy
- JAMF - How to Restrict Software or OS installs
- JAMF - How to Search for a Computer in Inventory
- Jamf - How to Set the Desktop Wallpaper and Other Configuration Profiles
- Jamf - Mac Computer Enrollment - How to get the MDM Profiles to install on a Macintosh
- JAMF - How to Remove Automatically Applied Profiles In Terminal App - That Can Not Be Removed in System Settings
- JAMF - How to un-enroll a computer / Delete the MDM Profile (User-initiated & Prestage enrolled)
- JAMF - How to make Browser Install Packages or Update Existing
- JAMF - Microsoft Defender - How Remove so AVID Nexis works properly
- JAMF - How to Add Bookmarks to Chrome and Firefox Browsers
- JAMF - How To Make a New Enrollment Link