Technology Services

College of Communication Facilities

- Classroom Technology
  - Audio-Visual Equipment Set Up
  - Classroom AV
    - ATEM Operation Manual
    - BELO 5.208 - Audio Board Setup and Quickstart
    - Chrome - How to Fix Netflix - Error for content playback
    - Classroom - Lavalier Microphones How to Check Batteries
    - Classroom Lectern - How to Change and Repair the Broken Desk Casters
    - CMA 5130 RTF Conference Room TV Settings - Preferred Film Look Settings
    - Console Instructions
    - Crestron - Audio Midi Setup for 5.1 Speaker output
    - 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 College of Communication Classroom
    - How to Play a Non-Region 1 Disc in a Classroom
    - How to Record Audio in select BMC Classrooms
    - How to Record a Video Lecture in the BMC 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
    - KiPro Workflow
    - Monitor Calibration - Calman ISF Workflow V1 REVISED
    - Other Uses for the Laptop Connection
    - Projector Calibration Check with HD Color Bars
    - QLab - Quicktime Player for Screenings Setup Workflow
    - Sennheiser Wireless Microphones - How to Setup for Recording
    - 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
    - Web Meeting Zoom App how to - Works like Skype but better
  - KiPro Mini
    - Capture video from the KiPro mini
    - CMB 4.130 Recording with the KiPro 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 fix the Compix 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 - 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

- BMC
  - BMC 3.208 Reporter workflow

- CMA
  - CMA 2.2xx CSD Clinic
    - Axis IP camera video: Audio Playback Problems, Editing Problems
• CSD Clinical Students
  • Record & Upload a Clinical Session.
  • Using Adobe Connect for a Telemedicine Session in the CSD Clinic
  • View "Project Skills" DVD on CSD Clinic PCs
• CSD Clinical Supervisors
  • Granting login access to clinical computers
• 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 2.230 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 Multiple Simultaneous Audio Stimuli from PC - MOTU Soundcards
  • How to Record Custom Audio Speech Samples for Audiological Testing
• CMA 4.140 - Digital Media Audio Suite
  • CMB 1.109 USB MP3 recorders
  • Finalize a CD using a CD recorder
  • How to record MULTITRACK audio in the CMA 4.140 Radio Room with Adobe Audition
  • How to record MULTITRACK audio in the CMA 4.140 Radio Room with Pro Tools
  • How to record telephone audio in the CMA 4.140 Radio Room
  • Record Telephone audio in the Radio Room
  • USB Recorder in the 4.140 Radio Room
• CMA 4.144 - Digital Media Classroom
  • Anaconda Navigator - How to Install to Anyuser Account
• CMA 4.206E - 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 5.176 - RTF Classroom and AVID Editing Lab
  • RTF 318 FINAL CUT PRO STEP BY STEP WORKFLOW FOR 2ND AND 3RD PROJECTS
• CMA/Digital Media Labs PROCTORS Checklists
• CMB
  • 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
- Set up a temporary larger louder studio announce speaker
- Texas Newswatch Adobe Premiere - Broadcast Journalism Package Lower 3rd Graphic
- Texas Newswatch Live Streaming - Teredek VidiU
- CMB 4.130 - Voes Recording Production Setup
- CMB 4th Floor Studios - Notes on Electricity in the Studios
- CMB - Proctor Open and Closing Checklist
- CMB - Studio Cages Equipment Checkout Workflow
- CMB Studio Dimmer Patch Listings
- CMB 4.126 Studio 4D Lighting Patch Listing
- CMB STUDIOS - Strand 200 Lighting Board -Workflow
- CMB - Verify correct frames were captured at 23.98 from 29.97 film transfer
- Crestron - Audio Patch around fix
- Graduate (881KA) MFA Documentary Double System AVID - Post Production Workflow
- Graduate (881KB) MFA Narrative Film Double System AVID - 4K - UHD Post Production Workflow
- Playing Audio Output directly through the KONA Card with External Speakers
- Scaffold Instruction Manual
- Server Access – Class_Folders and Temp. Transfer
  - How to Access College of Communication Servers Out of Network Using Cisco AnyConnect VPN
- Out of Network Server Access - College of Communication
- Troubleshooting UT VPN in Apple OS 10.7 (Lion)
- Shiftplanning - Proctor Quick Start - How to trade shifts
- Sony CineAlta 4K PMW F5 - 4K Post Production Workflow - AVID and Premiere
- Strand Palette VL Lighting Board CMB 6B
- Studios and Classrooms - How to Fix the Keyboard and Mouse Connection
- UT3D Calendar
- What to Bring to the Sound Mix
- Moody College of Communication Computer Classrooms and Labs
- Digital Media Labs and CMB Proctor - Student Worker Policies
- Thin Clients and Virtual Desktops
  - Template Revision History

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
  - Smartsheet Accounts and Licenses
- College of Communication Technology Services SLA
  - Service Level Agreements
    - SLA - Classroom Technology
    - SLA - Usher Equipment Reservation
    - SLA - Usher General Services
    - SLA - Usher Star Student Advising
- College of Communication Computer Encryption
- Communication Maintenance Schedule
- Infrastructure Maintenance Schedule
- Reporting a ServiceDesk Incident/Request
  - Smartphone and iPad Support
- 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
  - Computer check-in
  - Setup Scanner for Remote Administration
- Moody Classroom, Conference & PC Lab Room List

Moody College Equipment Checkout
- Equipment Checkout Policies
- Equipment Checkout Student Worker Policies
- Equipment Information
  - Arri Alexa
  - Audio Technica BP 4029 Manual
  - Canon DSLR Video Recording
  - Canon Lenses
  - Canon SD-890
  - Canon SD-850
  - Canon Vixia HFM500
    - Canon Vixia HFM500 Quick Start Setup Guide
    - Manfrotto Tripod 394H - Quick Start Guide
  - Canon Rebel T5
  - Canon XF100 / XF-105
    - Canon – XF Utility Compact Flash Card Media Backup Workflow
• Canon 70D
• Canon C100
  • 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 6D
• Arri SR
• Axler Foldable Crane Slider
• Bolex Cameras
• Equipment Comparison Charts
• Film Cameras
• How to record narration audio using the Rode USB studio mic & a laptop
• How to record narration audio using the Tascam DR-70D with phantom-powered AKG studio microphone
• Panasonic AG-DVX200
• Panasonic Cinema VariCam LT 4K S35 Digital Cinema Camera
• Beachtek DXA-4 XLR Adapter
• Bose L1 PA Speaker
• Camera Lens and Mattebox Reference
• DSLR Training Links
• Canon ST-E2 Speedlite Transmitter
• DJI-Ronin M Handheld 3-Axis Gimbal Stabilizer
• E-Image ES50 Slider
• Epson PowerLite 1761W Projector
• GoPro Hero4
• How to Create a Reservation using Usher
• How to get equipment from RTF Equipment Checkout 8-26
• How to Use the Video Light Bank with the 800 HMI Joker
• Jab Daylight Manual
• JVC GY-HM660U
• KiPro
• KiPro Mini Recorder Info
• Large Canon Zoom Lens Info
• Lectrosonics Wireless Lavaliers Manuals
• Lens Transportation Info
• Libec Tripod - How to Setup and Use
• Lighting and Grip Equipment Table
• Mackie SRM150 PA Speaker
• Marantz PMD 660
• Microphone Information Table
• Microphone Manuals
• Minolta Auto Meter
• Nikon Lenses
• Olympus E-PL1
• Olympus E-PL2
• On-Camera Mics for DSLR
• Panasonic
  • FCP - AVCHD 23.98 Workflow in Final Cut Pro with the Sony FS-100 and the Panasonic AG-HMC150
  • Panasonic AG-HMC150 AVCHD HD Video Camera
  • Panasonic - DVX 200 - Quick Start Recording Workflow
  • Panasonic GH5 - Camera and Post Workflow
  • Panasonic P2 Workflow
  • Panasonic Z10000P Camera
  • Using the FS100 with the HVX-200
• Pix 240 Manual
• Pocket Wizard Plus II
• Quickstart Guide for Simple MS recording with the BP4029 mic AG
• RTF Equipment Reference Page
• Sanyo CG20
• Selecting an Extension Cable
• Sekonic L-308s
• Selecting a Sound Cable
• RTF Equipment Manuals
  • Bolex H16 manual
  • Canon 7D Manual
  • GoPro - Hero 3 - Black - User Manual
  • Panasonic HMC150 Manual
  • PMD 660 manual
  • Sekonic L-758
    • Sekonic L-398 help sheet
  • Sony EX-1 Manual
  • Sony EX-3 Manual
  • Sony F3 Manual
  • Sony FS-100 Manual
• Sennheiser EW G3 Wireless Lavaliar
• Shure Audio System Guide
• Sony F5
• Sony TD30 and NX3D
• Sony TD300
• Sound Devices 302 or 442 Mixer
Radio-Television and Film (RTF)

- RTF Post Production Help and Resources
- Converting AVCHD (.mts) files when the PRIVATE folder structure is incomplete
- RTF Policies & Rules
  - CMB Studio Rules
  - Editing Suites Rules for RTF Production MFA Graduate Students
  - RTF Safety Policy
  - Weapons Policy
- RTF Production Handbook - Includes Forms And Release Documents
  - Camera Report
  - Film Purchase and Processing
  - Helpful Web Sites and Contacts
  - INSURANCE -- Equipment Replacement Insurance
  - INSURANCE - General Liability (Production) Insurance
  - INSURANCE - Student Accident Insurance
  - License and Release Forms
  - Possible Discounts for RTF Students
  - Routine Film Student Expenses
  - RTF366K Administrative Procedures
- RTF Travel Handbook
  - Overview of Travel Procedures and Rules for RTF Faculty, Staff, and Students
  - RTF Department Faculty and Staff Travel
  - RTF Department Domestic Travel for Production Students
  - RTF Department Student International Travel
  - RTF Department Domestic Travel for Media Studies Students
- External Resources Recommended by RTF Technical Staff
- Production Equipment
  - Grip
    - Apple Boxes
    - Clamps
    - C Mount Lenses - Fit Bolex or Bell & Howell
    - C-Stands
    - Dollies
    - HMI Lights
    - Light Diffusers
    - Light Reflectors
    - Light Stands and Mounts
    - Notes on Electricity - Guide to Twist-Lok connectors
    - Sekonic L-398 Light Meter
    - Which Battery do I Need
    - Which Cable do I Need
- Audio
  - Connecting a Sound Devices 702T or 744T Digital Audio Recorder to a computer
  - How to Extract Audio from the Marantz PMD 660 Recorder
  - How to set the 744T for TRUE 24 (not 23.98) frame recording of video or Film
  - How to set up the 702T or the 744T for Double System Recording for VIDEO
  - Set up a Wired Lavalier Microphone
  - Sound Devices 302 - Quick Start Guide
    - Sound Devices 442 Manual
  - Sound Devices 702
  - Sound Devices 744T
- 633 Basic Setup Guide
- Sound Devices – Pix 240 Easy Recording Setup Guide

**Film**
- Cameras for Film Production
  - Arri
    - Arriflex SR-16 16mm film camera - How to load film
    - Arri Magazine and Battery Info Sheet
  - Bolex
    - Bolex 16mm Film Camera- How to Load Film
    - Bolex Camera guide
    - Bolex Cameras and their attributes
    - Bolex SBM Correctly attaching the Bayonet to c-mount adapter.
    - Using the Film Splicer
  - Filters
  - Lenses
  - Notes On Pipp
- Film Specifications

**Video**
- Beam Splitter setup
- Media Card Compatability Chart
- 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
- 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 TD300 - HDMI output to Sony or LG 3D monitors
- UT3D - Enabling 3D Playback on the External Video Monitor
- UT3D Sony PMW-TD300 Recording Workflow with the Gemini

**Camera Support**
- GoPro - Easy Setup Guide - Getting Started
- GoPro - Hero 3 Black - User Manual
- Sony
  - AJA - Ki Pro Mini - Easy Setup
  - AVID - HXR-NX3D1U 3D WORKFLOW
  - BIG AUDIO METER WITH NUMBERS ON THE EX
  - Enabling HD-SDI (BNC) Output on the Sony PMW-EX1 and the PMW-EX3
  - Enabling HD-SDI (BNC) Output on the Sony PMW-F3 with the S-Log Gamma Curve Option
  - HDCAM - Downconvert to Digibeta
  - KiPro Mini and Sony F5 Easy Setup Guide
  - Sony A1U - Menu Output to Projector
  - Sony F3 - Camera Setup to Record to AJA Ki Pro Mini
  - Sony XDCAM - EX Backup Workflow Using Checkout Laptops - AVID
  - SONY Z5U - HDV Interface Settings - Use this mode when recording to HDV TAPE
  - SONY Z5U – SET UP 23.98P RECORDING
  - Sony XDCAM - EX How to Fix Damaged SXS Card Media
- Steenbeck
  - Record to DV Deck on Video Transfer Steenbeck
  - SMPTE - FILM LEADER GUIDE - Steenbeck Workflow
  - Steenbeck - 8 Plate Diagram
  - Steenbeck - Movieola Help
  - Steenbeck Room - Winding Bench How To
  - Steenbeck Tips
  - Steenbeck User Guide

**Projection**
- Eiki
  - 4D EIKI Projector Instructions
- Kodak - Pageant Projector Setup
- Palmer
  - Palmer 16mm Projector
- Prevost Projector
- RTF Scene Shop CMB 4.124
  - Scene Shop Rules & Policies
  - Scene Shop Tools
    - Central Machinery 43389 17" 16-Speed Floor Drill Press
    - Jet AFS-1000B Air Filtration System
    - Milwaukee 6480-20 Panel Saw
    - Sawstop PCS1230-TGP252 Tablesaw
- Scene Shop Training & Safety Resources
  - Zoom F1-SP Field Recorder with Shotgun Mic
  - Hammer & Anvil 2 Channel XLR Mixer

Communication Sciences and Disorders (CSD)
KUT / KUTX Radio
Communication Studies (CMS)
Journalism (JOU)

- Broadcast Journalism
  - Broadcast Journalism student Premiere settings - Project Setup
  - Compix (Texas Newswatch) Show elements & guidelines
  - Copy of Compix (Texas Newswatch) Show elements & guidelines
  - EZNews Setup and User Configuration
  - How to use the Multi-box (press feed)
  - J311 F Journalism Digital Storytelling Step By Step Post Production Workflow
  - J330 and J335 Broadcast Journalism Step By Step Post Production Workflow
  - Tech info for TAs

Advertising (ADV)

How-to's and FAQs

- Adobe Suite
  - Adobe After Effects
    - Adobe After Effects - How to remove Pulldown
    - After Effects - Converting 23.98 QuickTimes to 29.97
    - After Effects - Importing Sequential Stills into a Composition
    - After Effects - Network Rendering using Multiple Computers
    - After Effects - Pan and Scan
    - After Effects - Scrolling Credits
    - After Effects - Technique Travel Mattes
    - After Effects – Timewarp Effect Workflow to Create Quality Slow Motion Video
  - Adobe Audition - Audio Troubleshooting in Audition
    - CMB 1.111 - Recording Audio in Adobe Audition
    - CMB 1.113 - Recording Audio in Adobe Audition
  - Adobe Bridge - Batch Convert file names or extensions
  - Adobe Encoder
    - Adobe Encoder - Vimeo HD Encoding
    - Adobe Encoder - H264 Encoding - Final Cut Reference File
    - Adobe Encoder - Vimeo SD Encoding
    - Adobe Media Encoder - Creating a H264 file for Blu Ray
    - Adobe – Premiere – Windows ProRes Exporting Workflow
  - Adobe Encore
    - Adobe After Effects - Converting 29.97 files to 23.98 fps
    - Adobe Encore - Adobe Media Encoder DVD Creation Workflow
    - Adobe Encore - Blu-Ray Creation Using Adobe Media Encoder
    - Adobe Encore - How to Create a BluRay Menu In Photoshop
    - Adobe Encore - How To Make a Surround Sound BluRay Disc
    - Adobe Encore - Missing Encore Content Fix - Adobe Preferences Link to the Library Folder
  - Adobe Indesign - How to export a .pdf from InDesign
  - Adobe Photoshop
    - Adobe Photoshop - Printing using Color Calibrations
    - Adobe Photoshop - Scanning Photos in CS4
    - Automate Folder creation and compression in Adobe PhotoShop or Bridge
    - Modify a Lower Third template with Adobe Photoshop
  - Adobe Premiere Pro
    - Adobe Premiere - Color Correction Workflow for 2K and 4K Slog3 footage (Sony F5) or similar
      - ../../Downloads/SonyLookProfiles_SLog3_SGamut3Cine.zip
    - Adobe Premiere Pro - 23.98 Quicktime DV-NTSC Export Workflow
    - Adobe Premiere Pro - .aaf Audio and QuickTime Export for ProTools Mix
    - Adobe Premiere Pro - .omf Audio and QuickTime Export for ProTools Mix
    - Adobe Premiere Pro - Apple ProRes Export Workflow
    - Adobe Premiere - How to Merge Image and Sound Files - AutoSync Double System Audio
    - Adobe Premiere Pro CC - How to Revert Project Version to Use in Older Versions of Premiere Pro
    - Adobe Premiere - Merging Audio with Waveforms
    - Adobe Premiere Pro CC - Create a Backup of your Project Using the Project Manager
    - Adobe Premiere Pro - How to Reconnect or Relink Offline Media
    - Adobe Premiere Pro - How to Route Video To the Flat Screen Monitors
    - Adobe Premiere Pro - How to Import Audio
    - Adobe Premiere Pro - Project Export to DaVinci Resolve
    - Adobe Premiere Pro - How To Create Subclips
    - Adobe Premiere Pro - Export a still image from a frame of video
    - Adobe Premiere Pro - How to Make a 2K - 5.1 QuickTime using your Surround Sound Mix - Use for DCP Screening
    - Adobe Premiere Pro - How to Make a 5.1 HD 1920 x 1080 QuickTime using your Surround Sound Mix
    - Adobe Premiere - Set Audio Tracks Prior to Editing
    - Adobe Premiere Pro - Creating Title Clip
    - Adobe Premiere Pro - Editing in Premiere
    - Adobe Premiere Pro - Get Started Using Premiere - Project Setup
      - Adobe Premiere Pro - How to import an .aaf and mediafiles from AVID (same workflow for .xml too)
    - Adobe Premiere Pro - Export a still frame from Premiere
    - Adobe Premiere Pro - Importing Stills into Adobe Premiere Pro
    - Adobe Premiere Pro - Pan and Zoom Effect
    - Adobe Premiere Pro - Adjusting Audio and Pan with Keyframing
Adobe Premiere Pro - How to Make a 1920 x 1080 Apple ProRes Stereo- QuickTime using your Stereo Sound Mix - Use this for End of Semester Screenings

Audio-Video Post-Production
- Common Video Resolutions
  - Avid
    - AVID - 2398 Offline Capture from DVCAM
    - AVID - ALE to 24
    - AVID - Audio Output Tool
    - AVID - Building Countdowns and Leaders Avid Media Composer
    - AVID - Capture Online Media Without Deleting Offline Media
    - AVID - Capturing in Media Composer 3.0
    - AVID - Change Sample Rate
      - AVID - Decompose Tool
    - AVID - Changing Audio Sample Rates in Media Composer 3.0
    - AVID - Compressing for Web download using Compressor
    - AVID - Connect DV Deck via Firewire
    - AVID - Consolidate
      - Canon C100 and Ninja 2 Setup for Recording
    - AVID - Convert Flex File to ALE file
    - AVID - Converting Audio Sample Rates
    - AVID - Crash Recording, Local Digital Cut, Remote Digital Cut, Deck Troubleshooting
    - AVID - Creating a New Project
    - AVID - Creating a Project from an ALE File
    - AVID - Creating Backup Copy of Your Avid Project
    - AVID - Deleting and Rebuilding Media Databases on AVID ISIS server
    - AVID - Digibeta Online Capture in AVID 6
    - AVID - Digital Cut to Digibeta
    - AVID - Digitizing DAT
    - AVID - Display Error
    - AVID - DVCAM in AVID 3 or AVID 6
    - AVID - DVD Authoring Workflow
    - AVID - Easy Image Resizing also called Pan and Scan Effect
    - AVID - EDL to FCP
    - AVID - Export an Apple ProRes Quicktime - Use this Workflow for End of Semester Screenings
    - susannes documents
      - AVID - Export an AVID QT Reference
      - AVID - AAF and QuickTime Export for After Effects
    - AVID - H264 QuickTime Export - For Video Playback in ProTools
    - AVID - Export a QT Ref
    - AVID - Export a Native Quicktime
    - AVID - Exporting Sequence for Animation
    - AVID - Get Rid of OHCI Error when Digitizing
    - AVID - HD AVID DV offline
    - AVID - HDCAM 23-98 Offline Project Setup and Capture
    - AVID - HDCAM 2398 Online Workflow - SD to HD Format Conversion
    - AVID - HD Downconvert to DV Offline
    - AVID - Hi Res Capture from EDL
    - AVID - How to create a Freeze Frame
    - AVID - How to Import MXF files (originated from Panasonic HVX200_P2)
    - AVID - How to Import Audio Files Into AVID Project
    - AVID - How to use the Mixer tool and Keyframes
    - AVID - Importing ALE File into 30i Project
    - AVID - Importing and Batch Importing Audio - Saving to EditShare
    - AVID - Importing MXF Files from P2 into AVID
    - AVID - Importing P2 Files
    - AVID - Importing ProTools OMF files
    - AVID - Keyframing Audio
    - AVID - Keyframing Audio Volume in AVID
    - AVID - Kona Digitize Digibeta
    - AVID - Kona DVCAM Digitizing
    - AVID - LanShare Login
    - AVID - Locked Bins
      - AVID - Bin Sharing on Non Avid Storage
    - AVID - Media Creation Tool
    - AVID - Offline Project Setup and Capture
    - AVID - Output to Tape from AVID Xpress to DV
    - AVID - Panasonic HMC150 Windows Workflow
    - AVID - Export a H264 Quicktime
    - AVID - Renaming an AVID Project
    - AVID - Renaming a Project
    - AVID - Saving an EDL Xpress Pro
    - AVID - Simple Trimming, Staying in Sync, Fixing Sync, & Advanced Trim - Slip and Slide
    - AVID - Sonic SD or Blu-Ray DVD Creation
    - AVID - Sony HDV Workflow
    - AVID - Standard DVD Creation Workflow
    - AVID - Subclipping
    - AVID - Syncing Video and Audio using AutoSync
    - AVID - How to Copy Project files and Media from Classmedia Volume to Hard Drive
    - AVID - Title Tool
**AVID** - NewBlue Titler Tool - How to Create Titles in 2K and 4K Projects

**AVID** - NewBlue Titler Tool - How to Create SCROLLING Titles in 2K and 4K Projects

**AVID** - How to Create 2K and 4K Titles

**Davinci Resolve, Premiere and AVID – BlackMagic Output to LG OLED Monitor Settings CMB Undergrad Edit Lab 4.120A**

**AVID - Copy Media Composer 101 Book Media to your hard drive**

**AVID- Premiere and Davinci Resolve - Audio and Video Monitoring in CMB 1.106B Suite**

**AVID- Premiere and Davinci Resolve - Audio and Video Monitoring in CMB 1.106A Suite**

**Copy of AVID - Canon – XF Utility and AVID Project workflow**

**AVID - Prep and Export .AAF and QuickTime Movie to ProTools**

**AVID - How to Make a 1920 x 1080 HD - 5.1 QuickTime Using 6 separate files Left, Right, Center, Lfe, Ls, Rs**

**AVID – Cinema Tools Playback Framerate Conversion. How to playback 59.94 or 60 Frame Per Second Files at 23.98 or Slow Motion**

**AVID - Slow Motion Timewarp Effect using AVID - Motion Effect for Slow Motion**

**AVID - How to Make a 1920 x 1080 5.1 Surround Sound QuickTime Using Your Surround Sound Mix**

**AVID - Premiere and Davinci Resolve - Audio and Video Monitoring in CMB 1.111 Only**

**AVID - Exporting and protecting your luminance levels**

**AVID - Motion Effect Change a clips playback frame rate**

**AVID - Sony A7S II - CAMERA SETUP AND ATMOS NINJA FLAME 4K WORKFLOW**

**AVID - Sony A7S II - Post-Production Workflow - Using Ninja Flame Recorded ProRes 4K Files**

**AVID - How to use ScriptSync**

**AVID - How to Activate/Deactivate ScriptSync and PhraseFind**

**AVID - How to Manually Sync a Script without ScriptSync**

**AVID - Why to use a Script Integration Workflow**

**AVID - How to Make a 2K 5.1 Surround Sound QuickTime Using Your Surround Sound Mix - Use for DCP Screening**

**AVID - How to Make a 2K QuickTime Scope or Flat**

**AVID - Macintosh - Or any Non Linear Application - Project Setup Workflow - Organizing Project in Finder**

**AVID - How to Batch Import Offline Audio**

**AVID - File Names - How to name files and folders**

**Retrieve files from the Avid Attic**

**AVID Chrome Certification Test Preferences**

**AVID-How to Enable Administrator Permissions in Windows 10**

**AVID - Canon XC15 - Quick Start Guide and Post Workflow**

**AVID – How To Relink to your Original Camera Footage for Online**

**AVID 2K Digital Cinema Package - DCP Creation Workflow Using "Easy DCP"**

**AVID 2K Digital Cinema Package - DCP Creation Workflow Using OpenDCP**

**AVID 101 and 110 Instructor Media**

**AVID - Add the ProRes Codec to your Macintosh**

**AVID - Canon 5D and 7D and 60D and 70D anything Canon DSLR - Workflow**

**AVID - Creating Subtitle Deliverables for Film Festivals and Packages**

**AVID - Sony A7SII or Canon C100 AVID Project Setup AVCHD Workflow**

**Blackmagic Davinci Resolve**

**DaVinci Resolve - How to apply Face Refinement (Studio Only)**

**DaVinci Resolve - How to Composite and or "Key" Visual Effects**

**DaVinci Resolve - How to Fix a Resolve Project that Won't Round-Trip Back Into AVID**

**DaVinci Resolve - How to Make a DCP - Note you Must be using the public beta of 15 or a Studio version of Davinci Resolve**

- BlackMagic Davinci Resolve - How to Export a Surround Sound File Use This for End of Semester Screenings
- Easy DCP - How to Change the Name of the DCP

**DaVinci Resolve – Quicktime Reference Import and Setup**

**DaVinci Resolve - Self Contained QuickTime Export**

**DaVinci Resolve to AVID - How to make AVID Project and .mxf MediaFiles**

**DaVinci Resolve - Final Conform and Color Correction Project Setup - Import .aaf or .xml and Quicktime**

**DaVinci Resolve - How To Use the Digital Noise Reduction Workflow**

**DaVinci Resolve - Export ProRes Uncompressed Files for Color Correction**

**Blackmagic Davinci Resolve - How to Export an .XML to Roundtrip back to Adobe Premiere**

**Pro Tools**

- How to measure Audio Visual Sync offset
- Mixing Prep for ProTools Mix - Audio Mixing Preparation and Information
- ProTools – 1.106B Sound Booth Recording Workflow
- ProTools - Adding and Using Reverb
- ProTools and EditShare - How to Set EditShare as a Record Volume
- ProTools - Audio Monitoring Setup in CMB 4.120A Undergrad Edit Lab
- ProTools - Audio Monitoring Setup in CMB 4.120 Undergrad Edit Lab
- ProTools - Audio Record Volume Error Fix
- ProTools - Audio Suite Greatest Hits
- ProTools - AVID - How to Connect the AVID Artist Interface
- ProTools - Basic editing with ProTools07
- ProTools - Bounce an Audio File in ProTools
- ProTools - Change sample rate
- ProTools - Client Seat Stereo Setup ProTools 2018
- ProTools - CMB 1st Floor Edit Suites How to set up Monitoring and Video playback
- ProTools - CMB 1st Floor Edit Suites How to set up Monitoring and Video playback 1.106A
- ProTools - Create 5.1 Surround interleaved wave audio file from mono files in ProTools
- ProTools - Creating a Click Track or Also called beeps and countdown to recording
- ProTools - Creating Tone Media
- ProTools - Crestron HDMI Audio Playback Setup For Teaching Stations
- ProTools Error - Could not create the TCE plug-in's factory default file because the plug-in doesn't support the current sample rate.
- ProTools - Final Film Mixes Calendar
- ProTools - Getting Started Guide
• ProTools - Getting Started in PT LE
• ProTools - HDMI 5.1 Surround setup Crestron Studios and Classrooms
• ProTools – HD Suites Surround 5.1 Session Guide with the S3 Console & the PT Control Dock
• Pro Tools - How to open the key box to gain access to the room
• ProTools - How to PullUp or PullDown audio files captured with a hard disk recorder
• ProTools - How to Record Audio Using The CMB 1.106A Suite
• ProTools - How to Record Sound or ADR "Automated" Dialog Replacement in ProTools 5 CMB 1.122
• ProTools - How to Record Sound or ADR "Automated" Dialog Replacement or Voice Over in CMB 1.106B
• ProTools - How to Remove “RUMBLE” from CMB 1.106B Isolation booth recordings
• ProTools - How to Save Session as Copy by Consolidating Files
• ProTools - How to Setup for Recording with microphones
• ProTools - Izotope How to Load Plugin Presets
• ProTools - Open a .aaf or .omf and Quicktime in ProTools
• ProTools - Preparing Project for Audio Mixing
• ProTools - Printmaster workflow
• ProTools - Pull Down Audio Files captures with a hard disk recorder
• ProTools - Pull Down Audio Files Capture with Hard Disk Recorder
• ProTools – Recording Workflow CMB 1st Floor
• ProTools - Reference Guide v6
• ProTools - Relinking Audio Files in ProTools
• ProTools - Save Session as a Copy
• ProTools - Searching for Sound Effects Workflow
• ProTools - Session with Machine Control
• ProTools - Setup for Sound Check Session
• ProTools Suite 1.106B - Nagra Set Up
• ProTools - SurCode Readme - How to use Plugin
• ProTools - Video and Audio Monitoring Setup in CMB Grad Suite Edit Labs
• ProTools - What the other buttons do in the volume control in 5 CMB 1.122
• ProTools won’t Open - Fix is to Hold Down the “N” Key

QuickTime and QuickTime 7 Pro
• Apple ProRes data-rate
• Clip editing with Quicktime 7 Pro
• How to Test a 5.1 QuickTime Movie in Surround Sound in Moody College
• QuickTime Player – Export a H264 file
• Record video with Quicktime player (Use the Station 05 in CMA 4.138)

DVD Studio Pro
• DVD Studio Pro - Author a DVD in DVD Studio Pro
• DVD Studio Pro - Author a DVD
• DVD Studio Pro - Authoring a 5.1 DVD with Surround Sound
• DVD Studio Pro - DVD Duplication with DVD Studio
• DVD Studio Pro - Exporting an 8-bit File for DVD studio
• DVD Studio Pro - How to Change Button Styles
• DVD Studio Pro - How to Make a Compilation DVD with Play All
• DVD Studio Pro - Make a 4x3 SD DVD
• DVD Studio Pro - Make a simple DVD
• DVD Studio Pro - Making a DVD
• DVD Studio Pro - Photoshop Layer Menu Workflow

Compressor
• Compressor - Compressing QuickTimes for Web Download
• Compressor - Encoding HD content for Vimeo
• Compressor - Vimeo Droplet Workflow

EP Scheduling Helpsheet
• DVD Intro
• iTunes
  • iTunes - Burn an Audio CD
  • iTunes - Convert a CD to a AIFF
  • iTunes - Convert an Audio File to AIFF
  • iTunes - Convert Audio File to AIFF

Recommended Hard Drives for Non-Linear Editing
• Disk Utility - How to Format a Hard Drive as ExFat (Master Boot Record) for editing
  • Fixing a Corrupted Video File using Grau GmbH Software

Steps to Backing Up or Consolidating Media

Post-Production
• Closed Caption Creation Using Professional Services.
  • Digital Video
    • Blackmagic – Teranex – How to Capture 29.97 DV tape and Upconvert to 1080 23.98 Frame Rate Conversion and Upconvert Standards Conversion
    • Blackmagic – Teranex – How to Capture 29.97 VHS, Hi8 or Umatic tape and Upconvert to 1080 23.98 Frame Rate Conversion and Upconvert Standards Conversion
    • Calibrating Your Broadcast Monitor
    • Compress and upload a ProRes file to Vimeo
    • DaVinci Resolve - How to Save a Copy of a Project and how to Relink to Media
    • DV and Audio Storage Requirements
    • EASY DCP and FCP7 - How to Make a 2K DCP or Digital Cinema Package
    • How to connect to the temtransfer server in Ubuntu OS
    • Linux - Format a Hard Drive in Ubuntu - Use Grad Suite G CMB 4.112
    • RGB - Blackmagic – Teranex – How to Capture 29.97i Hi8 and Upconvert to 1080p 23.98 Frame Rate Conversion and Upconvert Standards Conversion
Tapes for Post Production
- Black betacam SP
- Blacking a DV Tape with Specific Timecode
- Blacking and coding a digibeta tape
- Changing the frame rate on HDCAM
- DML Guide to DV Tape
- Downconvert from HDCAM to DVCAM
- Dubbing Digibeta Tape to Betacam SP Tape
- Dubbing DigiBeta to DVCAM
- Dub to min DV Not DVCAM
- HDCAM - Black and Code
- Sony i-LINK WARNING

Upload a video to Vimeo
- Upload a video to Vimeo for RTF 318 Students

iMovie - Exporting an Mpeg-4 Project File out of IMOVIE

Logic Pro - Logic Audio Monitoring

Media Duplication

MPEG Streamclip - DVD to QuickTime

output test

Panasonic Plasma Monitor - How to Turn On Screensaver to fix Display Burn In

QuickTime MP4 with H264 Codec Compression - Use this Workflow to make a .mp4 not a .mv4 like Adobe Makes using a similar workflow

Vignetting

XDCAM EX - Checkout Laptops XDCAM Transfer

YouTube - Closed Captioning Workflow

YouTube - How to Find Your Videos for Download

Converting .wma files to .wav files with Soundtrack Pro

EditShare Connect - How to Mount Editshare Volumes

Maya - Rendering Using Multiple Computers

Maya - Middle Mouse Button Apple Mouse

Recommended Compact Flash and SD card Readers

RACK ROOM PATCHING FROM GRAD SUITES

A7Sii Workflows
- Adobe Premiere Pro - Make and work with Proxies in Premiere
- Edit 4K Natively in Premiere
- Overcrank, Transcode with After Effects, edit with Avid
- Shoot in HD and work in Avid/Premiere in HD
- Use Resolve to create 4K Avid Media from A7Sii footage
- Apple Garage Band - How to install additional Sound Library
- CMB 4.120 - How to check Operation Hours on LG OLED 4K monitors
- Digital Cinema Package
- Cinematools - Cinema Tools 59.94 to 23.98 Slo - Motion Conform
- Cinema Tools - Convert 29.97 Video to 23.98
- Cinema Tools PAL AND NTSC Frame Rate Conversions
- How to Playback DualMono tracks in Final Cut Pro
- Organizing Audio Tracks for A Sound Mix

AutoDesk - Maya
- AutoDesk - Maya - How to set your project folder

Backup Service
- College of Communication Computer Backup

Computer System Disk Utilities
- Apple Disk Utility How To Format a Hard Drive Dual Format
- Formatting a partition with Disk Utility
- Advanced formatting using Disk Utility
- How to Backup your Audio & Video Storage Card Media (MAC/WINDOWS)
- How to format Hard Drives using Windows and Mac Operating Systems
- Mac OS - Best Practices for Troubleshooting Mac OS X
- Mac OS - Burn a Data DVD
- Mac OS - Make a Backup Copy of Your SD Card

Email
- Email Export for Open Records Requests
- In Outlook the 'from' field shows another name than the user's
- Opening other users Inboxes/Mailboxes using OWA 2010
- Outlook 2010 Public Folders
- Outlook 2011 Public Folders
- Useful Mailing Lists for MoodyTechnology Staff

File Sharing
- Mac OS X - connection to fileserver is slow
- Moody College File Server and Shares

Mainframe & Admin Systems
- How to set a Default TID printer in TN3270
- Mainframe Tasks for Departmental Contact
- Create a mainframe logon
- Mainframe Department Codes
- Search for a mainframe logon
- Unlock a mainframe logon

MS Office & Administrative Software
- Excel - How to format Cells to show same room numbers to enter in course schedule
• Find Which Version of MS-Windows You Have
• Firefox not opening PDF files in browser
• How to find Downloadable Microsoft Office update installers for Macintosh
• How to Install Office 365 on Microsoft Windows 10 Operating System
• Microsoft Windows - Making a Data CD or DVD
• Microsoft Windows - Take a screenshot in VLC
• PDF Files Do Not Open in Safari Browser - How to Fix
• Permissions to See an Entourage Calendar
• Presenting Microsoft PowerPoint Presentations in Moody College Classrooms
  • PowerPoint Moody College Macintosh Teaching Stations - How to Enable Presenter Notes using the AirPlay Wireless Presentation System
• Windows Update

• Printing & Scanning
  • Adding a printer on a Mac using IP address
  • Collate and Staple with Ricoh MFP - OSX
  • ColorMunki - Color Calibration for Printer and Monitor
  • Document Scanning and Digitizing with the Ricoh MP
  • How to Scan Using Preview
  • How to Scan using Preview with the Epson Scanner 3170
  • HP Scanjet - Scanning Images into AVID and Final Cut Pro
  • Install Hopper Lab Printer in Windows
  • Install Hopper Lab Printer on a Mac
  • Install Konica Minolta Multi-Function Printer on OS X
  • Install Konica Minolta Multi-Function Printer on Windows connected to AUSTIN Active Directory
  • Printer Setup - Ricoh - Tech Team - Deadtrees
  • Printer - To enable duplex printing in the CMA 6.154 Radio TV Film Graduate Lounge
  • Printing from RICOH from Adobe apps
  • Using Rhino 6000/3M PL300 to create Vertical Wire Label
  • Windows 10 Adding a Printer by IP address
  • Working with Rhino6000 and 3M PL300 Label Printers using Rhino Connect Software

• Telephone & VoIP Service
  • How to request a VOIP Phone Relocation
  • Reassign CallerID and Voicemail
  • Setting up Call Pick Up Groups for office workgroups on Avaya phones
  • Setting up Call Pick Up Groups for office workgroups on Polycom 335 phones
  • VOIP: User Guide (Legacy)

• Web Tools
  • Usher Equipment Checkout System
  • Usher Room Reservation System
    • Room Admins
      • For Room Admins - Batch adding & removing calendars from Outlook
      • For Room Admins - Configuring a TPM Room Scheduler Panel - DRAFT
      • For Room Admins - Open a Room's Calendar in Outlook or Webmail
      • For Room Owners Only - College Rooms and Resource Codes
      • For Room Owners Only - How to Add RTF - Upper Division Students to Room Access Excluding RTF318
      • For Room Owners Only - How to Create/Manage a Custom User Groups (Whitelisted Room Reservers)
      • For Room Owners Only - How to Manage a Room
      • For Room Owners Only - How to Request an Exchange Room Resource from ITS
      • Room Reservations - How to Create a Recurring Event
      • Room Reservations - How to Create a Reservation by Searching for a Room
      • Room Reservations - How to Create a Reservation WHEN YOU KNOW THE ROOM
  • List of Online URL’s (ie. vimeo, flickr, twitter, blogs)
  • Slideshow Manager - Manage Users
  • Vimeo Procedure for RTF 305
  • LiveStream - Setting up to Webcast an event
  • How to update Firefox on a Mac
  • Usher "STAR & Career Services Student Advising Systems
  • Copy of LiveStream - Setting up to Webcast an event
  • Saving a Web Video from Youtube, Vimeo, etc. Using Video Download Helper and Firefox
  • Web Video How to Download - PickVideo - YouTube and alike
  • How to Do a Quicktime Screen Capture With Audio
  • Usher TED Roles: Determining if a User is in a Role
  • Media Wall - Slide Content Creation - Events

• Wiki Documentation
  • College Wiki Documentation
  • Wiki Authorizations

• Setting up AMES on Android devices

• Trumba
  • Calendar Moderator - Introduction
  • Calendar Moderator - Instructions

• BYOD Wireless Presentation
  • BYOD Instructions for BMC 3.208
  • Connecting Android Devices
  • Connecting iOS Devices
  • Connecting Mac Computers
  • Connecting Windows Computers
  • Macintosh Teaching Stations - How to Enable Presenter Notes using the AirPlay Wireless Presentation System

• Accessing a Google Hangout Meeting

• 2013-2014 Computer Equipment Standards
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'

CMB 3 Furniture Inventory 2020