

Educational Technology PTS & Videoconferencing Service Policy			
SUPPORT LEVELS	GROUPS	ADDITIONAL INFORMATION	SUPPORT POLICY
TIER ONE (IUSM COURSES)	IUSM Undergraduate Medical Education or Graduate Education within the IUSM (requires course number); Student programs sponsored by the Dean's Office (MECA, MSA)	Scheduled classes for any IUSM course, including Graduate Education (MS and Ph.D) programs, and Health Profession Programs (HPP) with IUSM course numbers.	Full Support on campus during regular business hours (8-5) with no charge. Charges (\$55 per hour) for off-campus or overtime work.
TIER TWO (IUSM)	Graduate Medical Education (Residency programs); Other IUSM programs sponsored by an IUSM department.	Examples include IUSM committee support, departmental programs.	Free equipment loan* and if possible, delivery and setup, 8-5 on campus. \$25 charge for full support. Charge: \$55 per hour for overtime service; Charge for service and equipment** off-campus.
TIER THREE (NON-IUSM)	IUPUI or Hospital events (Including non-IUSM departmental functions)	This includes Allied Health and Nursing programs. Charges are the same as for IUSM off-campus and overtime programs.	Charge for service \$55 per visit. \$100 for overtime or off-campus. Charge for equipment**.

Tier one events receive priority in scheduling, and can be scheduled in advance. Tier two and three events will be scheduled beginning two months before the event. All requests must be received by 2pm of the day before the event.

We require a one hour cancellation notice to avoid charges. For course events, our staff will wait 15 minutes to do setup before leaving if the professor is not in class. If neither the professor nor the students appear, we wait 5 minutes before assuming cancellation.

*Equipment loans (IUSM): the PTS office will be open from 9-11 and 2-4 weekdays for equipment loans.

2008-2009 Rental Pricing

Labor	
Regular Hour Rate	\$25.00
Overtime Hour Rate	\$55.00
Transportation (Van)	
Current Cost of Rental Vehicle	
Audience Response System	
0-50 pads	\$300.00
51-100 pads	\$600.00
Laptop not included	
Audio Cassette	
Panasonic Portable	\$10.00
Recordex with Sync	\$15.00
Tascam 112 (Stereo)	\$20.00
Marantz PDM 430 (Stereo)	\$30.00
Tascam 464 (Stereo)	\$40.00
Digital Audio Recorder	
Olympus Digital Voice Rec.	\$125.00
w/Lav Mic	\$150.00
Mixer	
Shure 5 In/1 Out	\$20.00
Ramsa 10 In/2 Out	\$50.00
Speaker	
TOA RS-21M	\$15.00
Radio Shack (Amplified)	\$30.00
Peavey 315S	\$40.00

Public Address	
Anchor 10 Watt	\$30.00
Radio Shack 100 Watt	\$100.00
Black P.A. 280 Watt	\$250.00
Operator required	
Azden 20 Watt	\$75.00
Additional Mic(s)	\$25.00
Computer	
Laptop	
Dell Laptop	\$200.00
Operator required (Zip/CD-ROM/Floppy)	
Displays (Projectors/Monitors)	
Eiki X-50	\$500.00
Eiki LC-X1100	\$400.00
Eiki LC-X999	\$300.00
Eiki LC-X980	\$200.00
Screen	
50", 60",70" Tripod	\$20.00
8' Tripod	\$75.00
9' Cradle	\$125.00
Overhead	
Normal Intensity	\$20.00
High Intensity	\$30.00
Slide Projector	
Kodak	\$20.00
Caramate	\$30.00

Video (Need monitor or projector)	
Displays	
19" Color Monitor	\$20.00
Deck	
½" VHS	\$25.00
½" Super VHS	\$40.00
DVD/½" VHS	\$50.00
Camera	
Panasonic 3260	\$45.00
Panasonic 5100-HS	\$50.00
S-VHS Camcorder	\$70.00
Tripod	\$25.00
Digital Camera	
Sony HandyCam HD/w tripod	\$200.00
Sony HandyCam HD/w Tripod, wireless mics & accessories	\$400.00
Miscellaneous	
Cart/Stand	\$10.00
Easel(with or without paper, no markers)	\$10.00
Laser Pointer	\$5.00
Navigator	\$25.00
Polycom Soundstation w/o mics (Audio Only)	\$40.00
Polycom Soundstation/w mics (Audio Only)	\$50.00

Note: Price charged per day as noted. Prices are subject to change and equipment availability.