

**Classroom Audio-Visual Equipment Policy
for Faculty/Instructors Teaching on the PSR Campus**

September 15, 2015

Re: A/V Equipment use for non-PSR GTU Faculty/Instructors in PSR classrooms:

- Mudd 102
 - no special AV reservations needed
 - podium controls projector, speakers, DVD player
 - must bring own laptop
- Mudd 103
 - no special AV reservations needed
 - podium controls projector, speakers, DVD player
 - must bring own laptop
- PSR 6
 - no special AV reservations needed
 - podium controls projector, speakers, DVD player
 - must bring own laptop
- Mudd 100
 - must reserve AV Cart through www.psr.edu/reserve
 - rolling cart with laptop, large screen, speakers
 - bring files on flash drive
- Mudd Upstairs Classrooms
NOTE: there is ONE AV Cart for shared use among three upstairs classrooms
 - must reserve AV Cart through www.psr.edu/reserve
 - rolling cart with laptop, large screen, speakers
 - bring files on flash drive

- There will be no AV services for non-PSR GTU instructors beyond the above equipment and locations.

Re: A/V Equipment use for PSR Faculty/Instructors in PSR classrooms:

- Same as above AND: AV equipment setup is possible for any PSR classroom. PSR instructors place requests through www.psr.edu/reserve

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