

## Media Services

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These services are provided to the campus at large by the Media Services staff. Short descriptions follow, with more detailed job descriptions available via the links:

### Classroom Media Support:

- Fixed/portable projectors, TV/VCR combination units, etc.
- **Place Your Orders for Classroom Media Equipment Over the Web!**  
If you have a UTD faculty or staff account AND you have a NetID you may now place, edit and view your orders over the web!!

<https://webapps.utdallas.edu/media/>

*This is ONLY available to UTD Faculty and Staff. This service currently excludes all student accounts.*

If you experience difficulties logging into the online system or if you need help scheduling your equipment reservation please contact the Help Desk at x2911, or email them at [assist@utdallas.edu](mailto:assist@utdallas.edu).

- **Requests for equipment must be received two business days in advance. Submitting a request does not guarantee an equipment reservation.**
- All reservations must be made in writing; we cannot accept your requests over the phone, or in person. If you prefer you may send your request(s) to us through campus mail, JO47.
- Please call extension 4900 to report burnt out bulbs, other necessary equipment maintenance and/or to report damaged equipment.
- The Audiovisual (AV) Division of SOM provides quality service and support in the SOM building. Follow the link for more information: <http://som.utdallas.edu/av/>.

### Webcasting - live events in Real and Windows Media Formats

- [Archived versions](#) available in Real Media Formats

### Videoconferencing, including H.323 (IP-based) and ISDN

### Video Services

- Video Production
- Video Editing
- Video Conferencing
- Streaming / Encoding Video
- Digital Photography
- Duplication
- [Video Services Request Form](#)

All of our services are for UTD faculty and staff. No student projects will be accepted. Please contact (972) 883-4900 for information on rates and to schedule a time.