## **Media Center Update**

## December 2013

<u>Sound Lab:</u> The City IT staff has processed a purchase order to acquire the equipment for the Sound Lab. The estimated arrival time for the equipment is the 2<sup>nd</sup> week of December.

## **Media Lab:**

- The Media Lab hours were modified to add evening hours beginning November 4, 2013. The current hours are Monday and Wednesday 10:00 AM-2:00 PM and Tuesday and Thursday 4:00 PM to 8:00 PM.
- Beginning in early 2014, the staff will reintroduce the Tuesdays @2 public training classes, and will utilize the Media Lab equipment for instruction.
- Beginning in Spring 2014, the City Recreation Department will offer computer training classes in the Media Lab, utilizing contract instructors. These classes will be fee-based, providing interested customers with focused, high-end training on the software.
- On November 12, 2013, two staff members hosted the Recreation Department's quarterly meeting in the Media Lab and demonstrated Lynda.com and editing software.