

# Multimedia & AV

## Digital Signage

Content for EMU digital signs is handled by the department sponsoring the sign. Information Systems will assist with purchasing and installing the digital sign.

The sponsoring department will cover all costs.

Digital Sign with Web Based Content	Average Cost	Digital Sign with Touchscreen Content	Average Cost
Television <small>(Actual cost based on the size of the tv)</small>	\$400	Touchscreen Display	\$1500-\$2000
Chromestick	\$125	Computer	\$800
Accessories	\$100	Accessories	\$100
Facilities labor (estimate)	\$100	Facilities Labor (estimate)	\$100
IS consulting & labor (estimate)	\$100	IS consulting & labor (estimate)	\$150

Prices are estimates only for budgeting purchases

**Service Attributes**

**Service Category**  
Multimedia & AV

**Service Name**  
Digital Signage

**Audience**  
Faculty, Staff, Students

**Service Cost**  
Departments cover all costs of the digital sign

**Managing Team**  
User Services

**Applications**  
There are no supporting applications associated with this service

## Event Support

Event services are available for all EMU faculty, staff and students. We are here to support your efforts toward the mission of the university. Due to limited resources, AV services are only available for a fee.

## Requesting Service

[Complete the request form for Event Services](#)

## Pricing

Rates will increase to \$50/hour on July 1, 2020.

Hourly Rate (Business Hours)	\$20/person hour
Hourly Rate (Off Hours)	\$40/ person hour
Expedite Fee (Less than 5 business days notice)*	\$60

**NOTE: On July 1, 2020 pricing will change to \$50/hour.**

## Expedite Fee

The expedite fee will be applied to any request for a service on a specific date/time with less than 5 business days notice.

## Required

Due to the complexity of equipment IS Event Services are required for Lehman Auditorium and Martin Chapel.

## Self-Service

Self-service equipment can be reserved at <http://emu.libcal.com>.

## Recommended Locations

[Location Recommendations for Zoom Video Conferencing](#)

[Location Recommendations for Conference Calls](#)

[Location Recommendations for Microphone Amplification](#)

[Location Recommendations for Video Recording](#)

### Service Attributes

#### Service Category

Multimedia & AV

#### Service Name

Event Support

#### Audience

Faculty, Staff,  
Students, Affiliates,  
Guests

#### Service Cost

\$20/hour during  
business hours

\$40/hour off hours

\$60 Expedite Fee

#### Managing Team

User Services

#### Applications

There are no  
supporting applications  
associated with this  
service

### Video Recording

Information Systems records events as a part of Event Support. This means that IS is at the event to run sound.

If a video recording is desired when IS is not running sound, you may checkout a video camera from the Helpdesk or work with IS to bring in a videographer.

[Location Recommendations for Video Recording](#)

## Service Attributes

### Service Category

Multimedia & AV

### Service Name

Video Recording

### Audience

Faculty, Staff, Students

### Service Cost

\$50/hour Videographer

### Managing Team

User Services

### Applications

There are no supporting applications associated with this service