

**CLARION UNIVERSITY OF PENNSYLVANIA UNIVERSITY LIBRARIES  
AV SERVICES  
SERVICES  
2010-2011**

<b>SERVICE TYPE</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>TOTAL</b>
<b>Information Requests **</b>	8	5	16	19	18	6	4	12	15	12	4	8	<b>127</b>
<b>Equip. Loaned</b>	3	14	15	8	7	3	11	35	26	8	8	1	<b>139</b>
<b>Equip. Pick Up/ Deliveries</b>	4	10	8	6	7	3	3	9	9	6	2	2	<b>69</b>
<b>Space Request</b>	2	9	8	9	6	3	6	12	7	10	2	3	<b>77</b>
<b>Dubbing</b>	1		0	2	3	0	0	4	1				<b>11</b>
<b>Equipment Check/Repair</b>	5	4	3	7	7	5	9	4	3	5	2	4	<b>58</b>
<b>Film Repairs</b>													<b>0</b>
<b>Tape Erase</b>	1												<b>1</b>
<b>Video Edits</b>	1		1										<b>2</b>
<b>Misc</b>	3	33	54	3	2	3	5	5	4	3	1		<b>116</b>
<b>TOTAL (MONTH/YEAR)</b>	<b>28</b>	<b>75</b>	<b>105</b>	<b>54</b>	<b>50</b>	<b>23</b>	<b>38</b>	<b>81</b>	<b>65</b>	<b>44</b>	<b>19</b>	<b>18</b>	<b>600</b>

\*\* Information Requests include requests for vendor information, equipment specifications and purchasing recommendations, instructions for operating equipment on campus, information about where to obtain repairs for equipment, types of services provided by AV services and Media Services, availability and location of equipment on campus, availability and location of media services on campus, and procedures for booking equipment and space on campus.