

Media Technology & Production (MTP) Event Service:	LIVE TRANSMISSION to Smilow Video Wall	STREAMING over the INTERNET	VIDEO CONFERENCING Cloud based Appliance based	
HOW IT WORKS	Events occurring in PSOM auditoria can be projected live to the Smilow video wall (includes slides and video with sound)	Event presentations are live streamed using a generated URL for remote viewing and on-demand viewing after the presentation ends	Connection to the event from any device	Direct connection is not cloud based and utilizes equipment located within Penn Medicine’s infrastructure. Provides a more secure connection (best for meetings containing patient information)
COST *Business hours are Monday – Friday from 8:30AM – 4:30PM	<ul style="list-style-type: none"> Free service during business hours During non-business hours, the cost is \$61/hour (additional support fees may apply) If special graphics or video wall design is needed, \$91 fee applies to create custom layout 	<ul style="list-style-type: none"> Labor charges: \$91/hour (business hours) and \$121/hour (non-business hours) Recording and live stream flat rate is \$303 plus \$6 per storage hour An administrative fee of \$165 is charged for 10+ hours of recording 	<ul style="list-style-type: none"> \$25 per video conference occurrence Remote moderator cost (business hours): \$25/hour Remote moderator cost (non-business hours): \$61/hour Stay on-site moderator (business hours): \$61/hour Stay on-site moderator (non-business hours): \$91/hour 	<ul style="list-style-type: none"> Flat rate of \$303 Set up and break down cost (business hours): \$91/hour Set up and break down cost (non-business hours): \$121/hour Remote moderator (business hours): \$25/hour Remote moderator (non-business hours): \$61/hour Stay on-site moderator (business hours): \$61/hour Stay on-site moderator (non-business hours): \$91/hour
STAFFING	Content is managed by MTP event staff person and Smilow control room operator. If this service is requested during non-business hours, an additional technician is required to support the Smilow video wall	A technician is assigned to the event and provides support either in the event space or from a local control room	Moderator is <i>not</i> required	Moderator is required
NOTES	Events scheduled in Smilow Rubenstein Auditorium and Smilow Commons receive priority	<p>Security options are available (e.g. Penn Key authentication)</p> <p>Using the live streaming technology provides users with the option to have video-on-demand</p>	If moderator option is chosen, MTP technicians serve this capacity. Testing prior to the event is recommended for new users and meetings involving more than one remote connector. Testing prior to the event can be scheduled on weekdays between 8:00AM and 5:00PM at no charge	<p>Moderators are MTP technicians. Set up and break down are required. On-site moderator is an option</p> <p>Testing prior to event is required and can be scheduled on weekdays between 8:00AM and 5:00PM at no charge</p>