

**Association of College and Research Libraries, New Jersey Chapter
New Jersey Library Association, College and University Libraries Section**

**User Education Committee
Minutes of Meeting on 01/13/06, Friday, at the Paul Robeson Library,
Rutgers University, Camden**

Attendees (alphabetical listing): Caroline Geck, Ruth Hamann, Theo Haynes, Karen Topham

- **Meeting Highlights:** Theo demonstrated Click-to-Meet software already set up at the Paul Robeson Library to hold virtual meetings. Theo mentioned that in order to use these technologies, individual libraries would have to set up NJEDGE.net video accounts and purchase Logitech webcams.
- Karen e-mailed information after the meeting for signing up with NJ Edge Click-to-Meet. This information is replicated here for quick reference:
 - ✓ Go to: <http://www.njedge.net/techsection/clicktomeet>.
 - ✓ Click on: Apply for a Click-To-Meet Account and just follow those directions.
 - ✓ If you don't hear from anyone in 3 weeks or so, then try emailing Sheri Prupis listed under NJEdge staff. She followed through with both Theo and me to activate our accounts.
 - ✓ Then all we each need to do is get a camera for our computers-- Logitech was recommended--and we can meet virtually.
- Theo forwarded an e-mail message after the meeting from John Gibson, the Instructional Technology Specialist at the Paul Robeson Library who helped Theo with the Click-to-Meet demonstration, with recommendations about Logitech webcam equipment. His answer is replicated here for quick reference:

We use the 4000, there are newer one's out now that may be superior, but the 4000 works for us. In general any of the newer, above 50\$, webcams from Logitech should perform well with Polycom [which is the large system Robeson Library has].
- The committee brainstormed ideas for future programs. Caroline mentioned that Christine Herz's VALE Breakout Session about Macromedia Captivate was very informative and relevant to distance learning initiatives. Caroline showed the group various PUBMED tutorials that were done using a related Macromedia product, Macromedia Flash. Karen and Ruth suggested asking Christine Herz if she would be interested in presenting a full-day workshop. Theo plans to contact Christine.

Originally submitted: 03/02/06 by Caroline Geck

Revised: 04/05/06 by Caroline Geck