

# Video & Digital Media Studio (B115)

## Studio Policies

Spring 2024

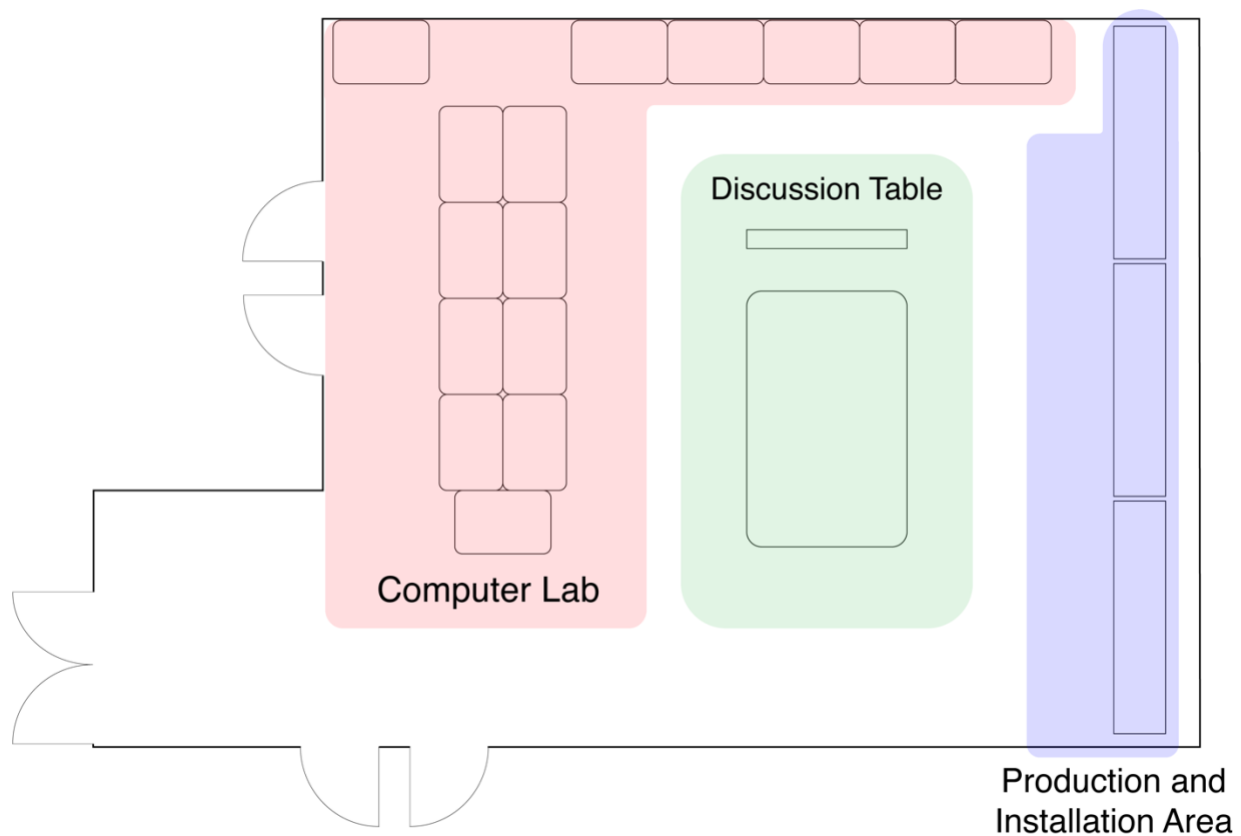
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### Studio Overview

The Video & Digital Media Studio is a dynamic, multi-purpose studio that supports a variety of disciplines. It is a busy classroom, but outside of class meetings, it is an excellent workspace for a number of digital and physical media. The studio is divided into three discrete sections: *Computer Lab*, *Discussion Table*, and *Production and Installation Area*.



## Studio Access

Any studio user who agrees to follow the studio policies outlined in this document may request card access. Individuals are welcome to work in the studio any time the building is open outside of scheduled class meetings.

## Safety Protocols and Hazards

The Video & Digital Media Studio is a low hazard studio. However, there are still some important safety protocols to keep in mind when working in the studio.

- Do not hang anything from the ceiling pipes without Studio Manager permission.
- Complete the Tufts online ladder training before using the rolling ladder. *A link to this training can be found by using the QR code printed on the ladder signage.*
- Use caution when moving the movable walls. They can tip over.
- Make use of sandbags when using light stands or c-stands.

## Studio Capabilities

### Computer Lab

- 15 iMac computers arranged in a lab format for software instruction. A variety of software is installed on the computers to support video post-production, 3D rendering, virtual reality, and other digital practices. A classroom projector and speakers are connected to a teaching station.

### Discussion Table

- Great location for presentations and discussions. Outside of class meetings, the table can be a convenient place for working on a laptop. Clubs and collaboration groups are welcome to use this space for meetings and small screenings.

### Production and Installation Area

- This area is customizable and designed to facilitate both video production and multimedia installation experiments.
- There are three movable walls that can be used to either help create videography sets or could be used for video installation.
- A chroma key green wall is available for shooting green screen footage.

## Studio Equipment

This section outlines the specifications for the main equipment available in each part of the studio. If you believe that any equipment in the studio is malfunctioning, or have any equipment related questions please feel free to reach out to the Studio Manager.

### Computer Lab

- Computer Hardware:
  - 27-inch 2021 iMac w/ Retina 5K display
    - 3.6GHz 10-core 10th-generation Intel Core i9 processor
    - 64GB 2666MHz DDR4 memory
    - Radeon Pro 5700 8GB
- Classroom Projector:
  - Digital Projection E-Vision 4000
    - 4K-UHD resolution
    - Laser Phosphor
    - 3,300 ANSI lumens
    - 500,000:1 dynamic black contrast ratio
    - 10-bit color processing
- Classroom Speakers:
  - Powered stereo pair

### Discussion Table

- Presentation Display:
  - Panasonic Plasma Display
- Presentation Speakers
  - Pair of Yamaha MS101-4 Powered Monitor Speakers
    - 30 W Dynamic Power Rating
    - 77 Hz – 20 kHz Frequency Range

### Production and Installation Area

- Movable walls
- Rolling Ladder
  - **Note:** *Please complete the online Tufts ladder training before using this ladder. This training can be found by using the QR code printed on the ladder signage.*
- Chroma Key Green Wall
- Projector Cart:
  - Sony VPL-PHZ10
    - 1920 x 1200 WUXGA resolution
    - Laser Phosphor
    - 5,000 ANSI Lumens
    - 500,000:1 dynamic black contrast ratio

- 8-bit color processing

## **Materials Policy**

Students may want to incorporate 2D or 3D physical media into their work in this studio. Experimentation is encouraged. However, some materials must be prohibited for the purposes of safety and the continued operation of the studio.

The following materials are not allowed in the studio:

- Oil paint
- Spray paint, spray adhesive and other aerosols
- Plaster and other materials that disperse hazardous levels of dust.
- Epoxy resins, and other sculptural materials that require ventilation
- Electronics soldering

In addition to the materials listed above, students are responsible for following Tufts fire code and industrial health and safety guidance. It is up to the discretion of the Studio Manager to prohibit any materials from the studio for the purposes of safety or cleanliness.

## **Cleanliness Policy**

Users are expected to leave all sections of the Video & Digital Media in a clean and functional state.

- Clean up all artmaking materials, personal items, and trash before leaving the studio.
- Media Stockroom equipment should not be left for others to put away.
- Return the movable walls, projector cart, rolling ladder, and furniture back to its original location.
- Do not unplug, remove, or relocate any equipment.

## **Storage Policy**

- Do not attempt to store artmaking materials, personal items, or finished artworks in the studio.
- Our computers are wiped daily to maintain optimal performance. Please backup all of your digital files to avoid losing work. If you have any questions about portable hard drives or cloud storage, feel free to ask the Studio Manager.