



Wyoming Department of Education

Dr. Jim McBride, Superintendent of Public Instruction
Hathaway Building, 2nd Floor, 2300 Capitol Avenue
Cheyenne, WY 82002-0050

Phone 307-777-7673 Fax 307-777-6234 Website www.k12.wy.us

MEMORANDUM No: 2008 - 087

TO: School District Superintendents
School District Principals
School District Technology Directors
Community College Commission
University of Wyoming OVN

FROM: Summer Wasson, WEN Video Scheduler *SW*
Chuck Mitchell, Distance Education Supervisor
Technology, Careers, and Data Unit *CCM*

DATE: June 6, 2008

SUBJECT: Tandberg Video Conferencing Equipment

IMPORTANT INFORMATION FOR DISSEMINATION

The Wyoming Equality Network (WEN) Video has been established and functioning since 1999. WEN Video conferencing systems have been placed in each High School by the Wyoming Department of Education in accordance with W.S. 21-2-202(a) (xx), "to provide and maintain video conferencing capability between all high schools".

The State of Wyoming Administration and Information (A&I) Telecommunications office has served as the WEN Video Help Desk Support and will continue to do so.

However, **A&I will no longer support the various brands of video conferencing equipment.** Therefore to ensure the stability of WEN Video courses or other video conferencing events, and to provide consistent, knowledgeable help desk services, the WEN Video will only allow the following video conferencing units on the WEN Video:

Tandberg Video Conferencing Unit models: 770 MXP, 880 MXP, 990 MXP, 1000 MXP, 1500 MXP, 1700 MXP, 3000 MXP

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If other brands of video conferencing equipment have been acquired, the WDE WEN Video Scheduler will make every reasonable effort to reserve a nearby WEN Video location for any video conferencing event attendees.

We thank you for your cooperation.

Please email Summer Wasson at swasso@educ.state.wy.us or call 307-777-5657 should you have any questions and we will respond promptly.

SW