**MINIMAL Technical Requirements to Join an iPodia Class**

* **The Classroom**
  + The physical space of the room should be enough for sitting at least 20 to 25 students at one time.
  + The room should have proper lighting and sound proof adequate for tele-conference video and audio.
  + The room should be connected to the high-speed Internet on campus.
  + A large sign/logo of the local university should be clearly posted at the back of the room for easy identification by remote sites.
* **Video Conferencing**
  + H.323+ video conference capable unit
    - Based on room size, this unit should have adequate and stable bandwidth capable of IP-based video conferencing. This unit will connect to other iPodia sites via USC’s multi conference session.
  + The two most popular and standard systems are Tandberg and Polycom. For classrooms supporting 20-30 students, we recommend medium to large size systems or custom installations.
    - Tandberg/Cisco: http://www.tandberg.com/
    - Polycom: http://www.polycom.com/
* **Video Camera**
  + At least two (2) wall-mounted, high-end video camera adequate for the above video conferencing capability.
    - The first camera should be positioned to capture the Instructor in the classroom.
    - The second camera should be positioned to capture all attending students in the classroom.
    - For a larger classroom, additional cameras may be needed to capture the scene of the entire classroom.
* **Microphones**
  + One dedicated wireless microphone to capture/record the Instructor in the classroom.
  + Adequate number of strategically located microphones to enable all students to interactively participate in discussions and questions. These microphones can be either ceiling-mounted or placed on tables.
* **Screens**
  + One large projection (or LCD/LED) screen dedicated to showing course contents (e.g., slides) at the center in front of the classroom. This presentation screen should be connected to a computer joining USC’s web conference capable of sharing computer presentations and applications.
  + One large projection (or LCD/LED) screen on the side at the front of the classroom to show live scenes of a linked remote classroom. This display will be dedicated to show the video conference session.
  + One medium projection (or LCD/LED) screen dedicated to showing live scenes of remote sites to the instructor at the back of the classroom. (optional)