

About the center

The Center for Media Production is a full-service, professional media production center established in 1975 under the Office of Provost/Vice President of Academic Affairs. CMP offers **graphics, photography, multi-media, audio/visual production and web development** all in one location. From a single slide-scan for a PowerPoint presentation to a live multi-camera studio production delivered via the internet, CMP offers a full range of products and services in support of classroom instruction, research, distributive learning, promotion, advertising and professional presentation.

The center has a staff of 12 full-time employees and several student worker positions. Each staff member has over 12 years of professional working experience in his or her respective field. All CMP products and services are produced by or under the direct supervision of the full time staff.

All of the products and services at the Center for Media Production are available to the entire campus community including faculty, students, staff and administration. This makes CMP unique and has helped in gaining its reputation as one of the leading university media production centers in the country.

Policies

The Center for Media Production is always glad to hear from you. Jan Banks and Cathy Unger are the customer service contacts to help you with quotes and pricing, setting appointments, taking your messages or getting a media professional to meet your specific needs.

Appointments

Scheduling an appointment is the best way to insure that the person you need to talk to about your special project is available for consultation. Please call 940-565-2180 to schedule an appointment.

Contact Us

Email is the preferred way of maintaining contact with all CMP employees.

Director: Duncan Engler

Assistant Director: Cathy Unger

Graphics: Justin Ward

Multimedia: Eric Vandergriff

Audio/Video: Scott Burnett

Photography: Jonathon Reynolds

Administrative Support: Jan Banks

Except for payments in cash, an Interdepartmental order (IDO) or other retainer MUST be in place before any job can be started.

Graphic Design

Our updated and expanded computer graphics design studio features a full compliment of G4 Macintosh computers as well as Pentium4 PCs which allows for high volume and

quick turn around on projects from initial consultation to completed work. We offer full service solutions on all of your graphic design needs.

Our graphic services include:

Graphic design

Logo design

Desktop publishing

Illustration

Catalogs, booklets and all types of training materials

Books of any size and length

Brochures

Flyers

Posters of all sizes and color

Newspaper and magazine ads

Banners, indoor and outdoor

Newsletters

Office signage

Full sized trade show displays from tabletop to customized wall units

Display kiosks

Poster sessions and temporary displays

Computer generated slide recording

PowerPoint presentations

Scanning and digital output

Custom CD ROM packaging and labeling

Custom video packaging and labeling

Charts and diagrams

Full lamination and mounting services

Software includes:

Adobe Photoshop

Adobe Illustrator

Adobe Pagemaker

Adobe InDesign

Adobe Director

QuarkExpress

Macromedia Freehand

Macromedia Dreamweaver

Macromedia Flash

Macromedia Fireworks

Hardware includes

Four Macintosh G4 workstations

Power Macs and Pentium4 PC workstations

Linotype Ultra 2 scanner

Nikon Scantouch

Polaroid Sprintscan for transparencies and slides

Epson Stylus 3000 color printer
Epson Stylus Pro 7500 color printer
HP 4MV laser
Zip and Jaz drives
CD/DVD burners

Print Projects

If it can be printed, published or presented, the Center for Media Production can do it all. From your initial rough ideas through to final delivery, we have done just about every type of graphic project for the UNT community that can be imagined. We can assemble the content of newsletters and other publications, print out and assemble posters, displays and signage, prepare PowerPoint presentations and assist with doctoral dissertations that need to be submitted electronically. We can design logos and produce illustrations for any type of service or project. We can create brochures and books, produce CD labels, custom packaging and video covers and prepare slide shows and classroom presentations using the latest technology. We work closely with photographers, video production and printing services to create everything from simple one color flyers to full color marketing campaigns for UNT.

Designs created by the CMP graphic design department that need to go to press at UNT Printing Services will be monitored by us through out the process. This will ensure the quality and timeliness of your final printing.

Logo Development

Having an appropriate logo is one of the most important aspects to creating a successful identity or to establish a winning advertising/marketing campaign. The biggest corporate names in the world spend millions of dollars to produce and maintain their identity and logos to make a long lasting impression on the public. Here, at the Center for Media Production, we can furnish you with the necessary logo design or illustration to set you apart from the crowd and make a major impact on your audience.

From accurately rendered scientific charts, maps, logos, posters and advertising illustrations, we are able to create any visual image that your imagination and ours can dream up together for use in any type of media. We can produce whatever may be needed to help get your message across and your identity recognized.

Displays

We are UNT's "one-stop-shop" for presentation displays. From inexpensive daily rental rates for professional 8'x10' units to our easy to carry and assemble table top displays, we have what you need to get the message across to your audience. We can also create all of the customized visual elements such as photographs and graphics that are needed for your next convention, conference, seminar or recruiting session. Check out our large selection of stock UNT photography or have our professional photographer find that perfect picture to tell your story.

We offer daily/weekly rentals, full service set up and delivery of display booth materials, and custom creation of graphic elements to fit your every need. If you or your university department already owns a display booth unit, the Center for Media production would be happy to create any and all photography or graphic elements that you may need for your special event.

Display Kiosks

We have several different types of displays available including a number of freestanding units custom built by CMP. They have a total of 32 square feet of presentation space on four sides. The kiosks feature CMP's "signature" fabric panel boards that enable rapid set up and take down of all graphic elements. These units have a solid "permanent" look but are easily portable. CMP staff does all delivery, set up and takedown of the kiosks. There is NO CHARGE for use of the kiosks, however, a \$300 refundable damage deposit is required. These units are only available for use with CMP prepared graphics. Additional transportation fees may apply for off campus use. One working week is required for presentation preparation. This time is necessary for planning, designing and/or acquisition and production of the graphic elements. Currently The Center for Media Production has a total of five kiosks available for campus use but please call ahead to guarantee rental dates and times.

Signature Fabric Panel Units

Let us build you a custom display using our fabric displays. These portable, lightweight units can be built to your unique specifications and include custom graphics and photographs to create a display for many different uses. Give us a call today and we'll show you how you can have your own professionally produced display to fit your every need and budget requirements.

Banners

The Center for Media Production can produce custom banners on indoor/outdoor material to suit every purpose. We can add grommets for mounting and hanging and can even laminate your banner for a permanent use in any type of weather condition. We have several color banner printers that can produce images 24" tall and as long as you may need. You can supply us with art on disc or we can create custom design and photography to fit every need. Our banners have been used for UNT tailgate parties, to promote events and appearances and to get attention for any promotion you may have in mind. Please give us a call or drop by to see our full banner making capabilities.

Posters

We can create and produce any type of full color poster that you may desire. We have two Epson Color output devices that can print up to 24" tall and as long as you'd like. We can take your photographs and enlarge to poster size for use in demonstrations, wall decorations for dorm, home and office or as gifts for friends and family. We can also output your creative ideas in large formats for lectures, presentations or other academic uses. The Center for Media Production's experts can also mount the poster paper onto assorted materials such as foam core, poster board and many other different materials to add strength and permanency. Add a plastic lamination and you will get an archival quality

permanence to your poster project. Give us a call for more details on how we can take your prints, pictures or graphics and enlarge them to poster size.

Poster Sessions

The Center for Media Production can create and produce many different types of unique tabletop display units to fit any budget and use. We can create displays from foam core or poster board that can be folded up for convenient transport and set up. We can take your charts, graphs, text, graphics or photos and mount them permanently or with Velcro backing for easy replacement and removal. The sky and our imagination is the limit. Give us a call or drop by to samples of poster sessions we have produced for faculty, students and staff.

Office and general purpose signage

We can creatively create and produce an infinite number of sizes and types of interoffice or business type signs. We can print on a multitude of media from colored card stock, poster board and foam core to more permanent materials such as aluminum, wood and plastics. From full color decals for windows to sand etching of names on glass, we can design and produce any type of sign to fit your budget and needs.

Display booth sizes, pricing and rental rates.

Our large 8' x 10' foot floor display units rent for \$40 a day. This price does not reflect the cost of graphics, delivery, set up or other incidental costs. The Center for Media Production must deliver, set up and disassemble these units due to size and complexity. Additional transportation charges will apply if event is off campus. This identical display unit would normally rent for over \$550 a day from sign and display companies in the Dallas/Fort Worth area. We are able to offer the best pricing in the state and are happy to pass on our savings to the university community. Please call for a more detailed price breakdown for your special event.

Our table top display unit rents for \$25 a day. This price does not reflect the additional charges for graphics, delivery, set up or other incidental costs. Due to its compact size and ease of transportation, university renters can pick up and assemble this display by themselves if they desire. This identical display unit would normally rent for over \$250 a day from sign and display companies in the Dallas/Fort Worth area. We are able to offer the best pricing in the state and are happy to pass on our savings to the university community. Please call for a more detailed price breakdown for your special event.

Audio Services

Whether on location, in our studio or in of our professional sound booths, The Center for Media Production specializes in recording voices for narration or spoken word material. In addition to a matched pair of Neumann TLM-102 microphones, CMP utilizes a wide variety of professional handheld, shotgun or livelier microphones. Additional location or studio signal processing is available through Finalizer Plus and all production areas are monitored with Genelec speakers.

Audio production output options include: DAT, CD, minidisk, video and audio cassette as well as direct output to QuickTime, REAL and Windows Media for file or live web cast distribution via world wide web.

Audio Production – Location or studio recording, processing and mixing

Talent – CMP works closely with a number of versatile, professional and semi-professional voices from the Forth Worth/Dallas and Denton areas. CMP staff will help you find the right voice talent to match your specific project and budget needs. If you choose to do your own voice talent, the Center for Media Production will work with you to get the best possible results from your efforts.

Production Music and Sound Effects – CMP maintains a full CD library of production music and sound effects for use in audio and video productions.

Real Time Transfers – Audio duplication that takes place in real time – that is, the real time it takes to play a tape or album and duplicate it to another medium. Transfers requiring editing and/or processing of the original material will be done at the standard audio production rates.

Older Technologies – CMP offers limited support of some older audio technologies. Duplication to DAT, CD, cassette, etc. is still available from reel-to-reel tape formats. High speed audiocassette duplication is also available. We cannot, however, play 78 phonograph records or reel-to-reel tapes at speeds lower than 7 ½ ips.

Audio/Video

The Center for Media Production's Audio/Video department is a full service production facility featuring location or studio recording, videotaping, postproduction and tape duplication.

We offer video duplication to or from BetaCamSP, S-VHS, VHS, Hi-8, 8mm, International formats (PAL, Secam), Mini DVD and even ¾" U-Matic. VHS duplication includes labeling and sleeve design and production. Custom packaging is also available.

We also offer video and audio prepared for distribution via the world wide web. Live events from the CMP studio or remote campus locations may be distributed through the campus LAN (broadband) UNT Video Conferencing Networking and NTTV (Denton Cable Channel 22). Consult with our professionals on your upcoming production and videotape duplication needs.

In addition to providing the finest in audio/video creative expertise, the CMP technical services staff maintains the center's extensive inventory of broadcast quality video and audio production equipment. Technical services supervisor Don Anderson is an engineer for all of CMP's studio and remote location productions. The CMP technical services department provides the UNT system with consultation, design and engineering for the

installation of audiovisual monitoring and recording and sound support systems. AV equipment repair and preventive maintenance is also available.

Streaming Video

Streaming video is where we videotape your event or presentation and upload it onto a website of your choosing. Usually it's the official UNT site, but we can also load onto your department or home site as well. This enables your audience to view your event at any time for as long as you wish. The center for Media Production has already produced many streaming media presentations including Dr. Pohls inauguration, seminars on military history on the UNT site and homecoming/tailgating information for the Screaming Eagles.

Before you start on your project the best idea is to talk to us first. Let us take a look at what you want to do and discuss your best options. Video and audio production are at the heart of what will become a streaming video and CMP has been doing that for years. The cumulative experience of our professional producers is over sixty years. If you don't have an original video to stream, we can help you create it. If you already have one, we can help address your needs and whether or not any additional work might be necessary to make this video work better for you from a web site connection.

- CMP can create a streaming video file utilizing the latest in both hardware and software techniques.
- CMP can add titles and credits in compliance with the University Publications Policy and ADA
- CMP can work with your web designer/developer to incorporate the streaming file into your website, providing the designer with the website address.
- CMP can also play host to your videos on our own website for a reasonable amount of time until your website designer has established a link to your own site.

Video and CD labeling

The Center for Media Production offers full service video and CD labeling. Let us create custom graphics for all your important presentations and projects. From black & white to full color, we offer label artwork and graphics, jewel cases, custom printed video boxes and more. We have a solution to every budget and project. Give us a call and let us show you how we can turn the ordinary into the extraordinary.

Multimedia

Multimedia is changing the way we inform and communicate with others. There have been great innovations that allow you to customize and create new ways to present your ideas and information to your audience

The Center for Media Production's audio, video, photography, and graphic services can be combined to provide a single point of contact for your multimedia projects. We can meet your multimedia needs through PowerPoint, CD ROM, and web based presentations. Our package design and CD duplication services excel in flexible production runs for any size audience.

Our multimedia include:

Graphic design

Logo design

Desktop publishing

Illustration

Computer generated slide recording

PowerPoint presentations

Scanning and digital output

Custom CD ROM packaging and labeling

Custom video packaging and labeling

CD Rom multimedia presentations

Streaming video presentations

Custom web development and graphics

Web Development

The Center for Media Production has many resources which can assist you in your web development efforts. Here you can find full service solutions to any type of web site design and creation

Personal

Personal web pages or websites can be created by UNT students, faculty and staff. We can offer full creative resources up to and including full turnkey sites.

Instructional

Instructional websites can be created by our department to assist faculty and staff who want to create or enhance course or research work.

Official UNT websites

An official UNT website is a site that is an officially recognized university academic unit, administrative unit, student organization, auxiliary enterprise or an official affiliate of UNT. Let us create a comprehensive site for you.

The software tools of multimedia and web production are cross-platform and wide ranging, including Dreamweaver, Flash, Photoshop, Director and many others. Hardware includes many of the fastest Macintosh and Windows platforms, document and slide scanners and CD-ROM writers.

Photography

The photography department at CMP is the official photo services center for the University of North Texas. We are a full service photographic studio, offering both traditional film and digital photography in the studio and on location. Display, brochure and event photography are easily available for UNT clients at very reasonable prices. We also offer technical expertise and creative skills to support the entire UNT community with the development of materials for instruction, research and publication.

We offer:

Location and studio photography
Slide duplication
Copying of original material
Photo processing
Photo enlargement and reduction
Portrait photography
Portfolio photography
Black & white and color prints
35mm slides
Digital imaging technology
Photo murals
Wall decorations

Digital services

CMP offers our clients a digital solution to their photographic problems. Any studio or location job can be shot with our high resolution digital equipment. We have photographed events, portraits, and display photos using our digital cameras. Finished photography can be delivered as high-resolution prints, or files on CD, Zip disks, or other media. We can also email most jobs' images directly to UNT clients.

Location/studio

Our studio is used for portraits, table-top photography and large copy jobs. We are also available for location work both on and off campus.

We specialize in location photography for displays, brochures, newsletters and much more. We also produce black & white and color portraits in our convenient studio location. Artwork, both 2 and 3 dimensional, can also be easily handled to be reproduced in slide or print format.

Using our copystand, along with careful photographic technique, the **CMP** photo department can produce fine slides of any illustration or photograph. In addition, high contrast or composite slides can be made of any drawing, chart or diagram, using photographic and digital methods. The slides or digital files can be used effectively to enhance any classroom or business presentation.

University of North Texas Stock Photography

The **Center for Media Production** maintains an extensive file of university-related images. We can supply our clients with prints from 4x6 to 40x60 or images can be scaled for a particular end use and delivered to you on various storage media, emailed or mounted and laminated. Please call to make an appointment to see our selection of stock images that will be a perfect fit to your project. Images are for university use only and are sold for single use only.

CMP can print, mount and frame any of our stock images for use in offices, classrooms or public areas. Please call for more information and a quote.

We can also find and shoot a specific image that fits your needs. Chances are if we don't have that perfect university image on hand, we can take it for you. This is a perfect way to customize your printed material or display booth.

Mission Statement

To support the mission and vision of UNT in all endeavors. To do this with an absolute customer first, customer focused orientation. To be efficient and effective stewards of the resources entrusted to us by the citizens of the state of Texas. To provide professional quality, cost effective media solutions to the faculty, staff and students of the university. To provide design and production support for current instructional technologies. To research, test and plan for the acquisition and implementation of new media technologies. From one location, provide a full line of media products and production services in support of classroom instruction, research, distributive learning, professional presentation, advertising and promotion.