

Face2Face
Site Survey

Person completing this form:

Name: _____

Title: _____

Association: _____

Phone Number: _____

E-Mail Address: _____

Will you be the person who helps coordinate/execute the distance education program?

Yes No

If NO, please list the information for the person responsible

Name: _____

Title: _____

Phone Number: _____

E-Mail Address: _____

1. How many training rooms do you have at your location? 1 2 3

2. How many students can each training room hold?

Room 1 _____ Room 2 _____ Room 3 _____

3. How many students can the training rooms contain if configured in a classroom style?

Room 1 _____ Room 2 _____ Room 3 _____

4. Is there a dedicated computer (desktop or laptop) in the training room(s)?

Yes No

5. If not dedicated, is there a computer that can be used for all distance learning sessions?

Yes No

6. Computer Description

Computer Type: Desktop Laptop

Operating System: Windows XP Windows Vista Mac OSX Other:_____

CPU: _____

Memory (RAM): _____

Video Memory (VRAM):_____

Hard Drive Capacity: _____

7. How long have you had this computer? _____

8. Do you have a webcam for this computer?

Yes No

9. Have you used this computer to hold any WebEx conference sessions?

Yes No

10. If YES, did you use a webcam during the session?

Yes No

11. Is there a location the webcam can be placed so it can properly view the entire group of students?

Yes No

12. How is video from a computer displayed in the training room(s)

Projected onto a screen

Large Screen Display (Plasma, LCD) - What size screen? _____

Other

13. Is there an Internet connection available in the training room(s)?

Yes No

14. If YES, what kind of connection is available?

Room 1 - WIRED WIRELESS BOTH

Room 2 - WIRED WIRELESS BOTH

Room 3 - WIRED WIRELESS BOTH

15. Is there a speakerphone available in the training room(s)?

Room 1 - Yes No

Room 2 - Yes No

Room 3 - Yes No

16. Do you have dedicated technical support staff at your association?

Yes No

Please e-mail or fax completed survey to Ana Montoya
E-Mail: anam@car.org /Fax: 213-739-9108