

CO-4

MPLA Electronic Communication Committee (ECC)
Survey on e-meeting software - October 2002

The ECC is exploring ways that MPLA and its members can do its work electronically and improve our ability to participate in the organization. Your help in answering the following short survey will help us plan for e-meetings for committees and other groups of MPLA members.

One product under consideration is Microsoft NetMeeting. If you have Microsoft Office or a similar package but don't know if you have NetMeeting, pull up the menu from the START button, go to Programs- Accessories - Communication. NetMeeting is a choice under Communication. If you are not a user of this program, ask your system administrator if it is enabled and available for use at your location.

Please print this form, fill it out, and bring to the Executive Board Meeting on 10/02/2002
(Thanks for your time!)

1. Do you have access to Microsoft NetMeeting software AND an Internet connection (both will be needed for an e-meeting)?
 - a. I have Net Meeting and an Internet connection
 - b. I do not have NetMeeting, but I do have an Internet connection
 - c. I don't have either NetMeeting or an Internet Connection
2. My organization or institution uses the following meeting software: (If you do not know, please ask your system administrator what is available, if anything).
 - . CUSeeMe
 - a. Raindance
 - b. Envision
 - c. WebEX
 - d. Microsoft NetMeeting
 - e. We do not use any e-meeting software
 - f. Other (specify)_____

3. Are you able to use video software (webcams, software, etc.) to conduct business electronically?

YES
NO

4. Would you use some sort of interactive e-meeting software that would allow your group (committee, etc.) to interact with each other in "live time" (not video or audio). That is, as soon as you type a comment and post it, all others in the e-meeting could read it and respond.

YES
NO

5. Please rank the following according to your preferences for an e-meeting with one being the highest and six the lowest.

- Simultaneous discussion
- Ability to share documents
- Access to an electronic white board
- Ability to see other people
- Voice, like a conference call
- Ability to log the meeting (so that text would be available afterwards to review)

6. If MPLA were to license and provide meeting software, would your institution allow it to be installed and used by you for e-meetings? Please ask your system administrator if you don't know the policy at your institution.

YES
NO
Maybe

7. Is a text based software package enough or should MPLA strive to have a more sophisticated package that allows for use of audio and/or video even though all members may not be able to use it?

YES
NO

I am

- On the Executive Board
- A Committee Chair
- A committee member

My library is:

- Public
- Academic
- School
- Special
- Government

Please print out this page and circle or otherwise note your selections. We appreciate your time!

The MPLA Electronic Communications Committee