

# Technology at your Fingertips



## Haslam Team Rooms

The Haslam Team Rooms have been a huge benefit to the College of Business students. They allow students a quiet and secure place to have team meetings or study sessions, along with the technology to enhance them. Students make online reservations at <http://rooms.bus.utk.edu> up to 24 hours in advance or immediate ad hoc reservations can be made in rooms not being used.

## Technology Resources

The technology in the Haslam Team Rooms boost connectivity and cooperation. Students can utilize the built-in desktop connected to the large LCD display in the room or directly connect their own laptop to it. The team rooms are also hosts to TeamSpot software, a versatile collaborative software allowing for an enhanced teamwork and improved learning experience. Additionally, the team rooms enable web conferencing through the use of Skype and provided web cameras, enabling team members to stay connected, work virtually, and even interact with businesses.

## Built-in Desktop

Each of Haslam's Team Rooms has a built in, dedicated desktops connected to the room's LCD display. The desktops allow students the ability to work without requiring them to bring their own equipment. All team room desktops are running Microsoft Office 2007, web browsers, USB ports, and most other tools the students need for assignments, projects, and presentations.

## **Laptops**

The Haslam Team Rooms support connection of both Mac and PC laptops to their LCD displays. This ability allows students to utilize special applications and software installed on their system and files without transferring them.

## **TeamSpot**

The TeamSpot collaboration software allows the students to collectively utilize the 46" LCD in a Haslam Team Room. It enables students to truly collaborate in real-time, not having to take turns connecting or working, allowing all students in the group to be connected simultaneously and work interactively. TeamSpot works on both Macs and PCs and installs on a student's laptop in minutes. More on TeamSpot can be found at [http://www.bus.utk.edu/tis/HBB\\_resources/introducing-teampot.pdf](http://www.bus.utk.edu/tis/HBB_resources/introducing-teampot.pdf).

## **Skype**

Recently added to the Haslam Team Rooms are webcams and Skype. Students can now work virtually across the web, never having to miss a team meeting again, even if in another state or country. Skype can be used for a web conference, virtual presentations, or communicating with potential employers. Additionally, the webcams can be used in projects and assignments to make webcasts, videos, etc.

## **Safety & Security**

The Haslam Team Rooms are safe and secure, controlled via an electronic room management system with kiosks for individual team rooms or suites of team rooms. Access to the team rooms is granted to students through authorizing their Student ID cards for the duration of meetings they are hosting or attending. In addition to the controlled access, the security cameras in every Team Room help ensure the safety of students and their belongs.

## **Team Room Policy**

The Haslam Team Rooms are available M - F from 7:30 AM - 10 PM. Two reservations options are available, online and ad hoc. Online reservations for the team rooms can be made up to 24 hours in advance through the room management system at <http://rooms.bus.utk.edu>. The reservation process is quick and simple, requiring only the room number, meeting time, meeting title, attendees, meeting type, and host. Students can make one advanced team room reservation in a 24 hour period, meeting durations of up to 1.5 hours, and require at least two other attendees. Ad hoc reservations are made at the Team Room kiosk for either 30 or 60 minutes. For advanced registrations, all attendees are granted access via their Student ID, and Ad Hoc reservations grant only the requester access. Full student guideline can be found at [http://bus.utk.edu/tis/HBB\\_resources/Room\\_Scheduling\\_Guide.pdf](http://bus.utk.edu/tis/HBB_resources/Room_Scheduling_Guide.pdf).