

Ken Scott, EdD

From: Association for Institutional Research <forum@airweb.org>
Sent: Thursday, May 01, 2014 3:51 PM
To: skinner777@knology.net
Cc: Mimi Johnson; Novadean Watson-Stone
Subject: Permission to Record Your AIR Forum Session

To: Lead Presenter of Forum Session - *The Impact of Survey Quantity and Quality on Informed Decision-Making*

CC: Co-presenter(s) of Forum Session - *The Impact of Survey Quantity and Quality on Informed Decision-Making*

Dear Ken,

It is an honor to be selected by your peers to present at the AIR Forum. You earned that honor because of the quality and timeliness of your proposed topic. Thank you for your willingness to share your expertise and scholarship with other AIR members. Will you consider sharing more broadly, your session - *The Impact of Survey Quantity and Quality on Informed Decision-Making*? With over 400 presentations at the Forum, unfortunately participants can't get to all the sessions they would like to see.

That is why the AIR staff is delighted to announce that we will pilot a new educational resource this year by recording selected Forum sessions.

What Forum sessions will be recorded?

Because of the expense of producing these, we will be limited to only 8 of 20+ sessions per hour and we will select the sessions to be recorded based on member feedback, including the number of people who have scheduled to attend each session.

Will you provide permission to record your session?

The decision on which sessions to record will be made closer to the Forum, but because your session is one that we are considering, we ask that you, on behalf and in agreement with any co-presenters, give us permission to record your session.

How will this impact your session?

If you agree, and if your session is one of the final sessions selected for recording, we will capture the *audio* from the session and sync it with your *presentation materials* (slides, software demo, spreadsheets, and other items projected).

Don't worry if you are camera shy, we'll not be videotaping you, but only capturing your presentation materials and verbal presentation. And no software or access to your laptop/device will be needed (the screen capture hardware connects to the projector), so the session capture should not interfere with the presentation as you already have it planned.

What should you do next?

Please follow the link below to confirm your consent (or not). Thanks for considering being one of our stars this year.

Permission Form

Sincerely,

H.A. Scott
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