



Margaret
Teske/ESL/Community Educa
tion/MtSAC

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To asunnaa@mtsac.edu, sortega@mtsac.edu,
jjohnson@mtsac.edu, maghyarian@mtsac.edu,
kyang@mtsac.edu, achu@mtsac.edu,
cc jrendon@mtsac.edu, lhannon@mtsac.edu,
mfowler@mtsac.edu

bcc

Subject copier or scanner in the 32-1 resource room

Level Pre-1 and Level 1 instructors,

It is a new fiscal year. We are considering how to assist your needs in getting master copies ready for the campus print shop.

Here are two options. I would like your opinion as to which one would be the most useful.

1. a small desktop copier which would be used by all the instructors and TAs in Buildings 31A, 31B, and 32 (including high school diploma instructors); note that a copier occasionally jams, would need to be serviced on occasion, requires paper, toner, and a warranty contract

2. a scanner hooked up to a resource room computer; note that the new scanner in the ISO easily scans by pushing one button and can handle textbooks as well as hard copies; scanned documents can be saved on jump drives and used over and over for print shop requests via Free Flow (or in person); scanners require very little maintenance, no paper, no toner, no contract; service calls can be made to our own techs

Hopefully I haven't biased my descriptions above. Let me know what you would prefer so we can budget in our current year for this purchase.

Also, if there is something else that would help you with your daily teaching, now is a good time to let me know.

Thank you,

Margaret Teske
ESL Instructional Support Manager
Mt. San Antonio College
1100 N. Grand Avenue
Walnut, CA 91789
(909) 274-5243