

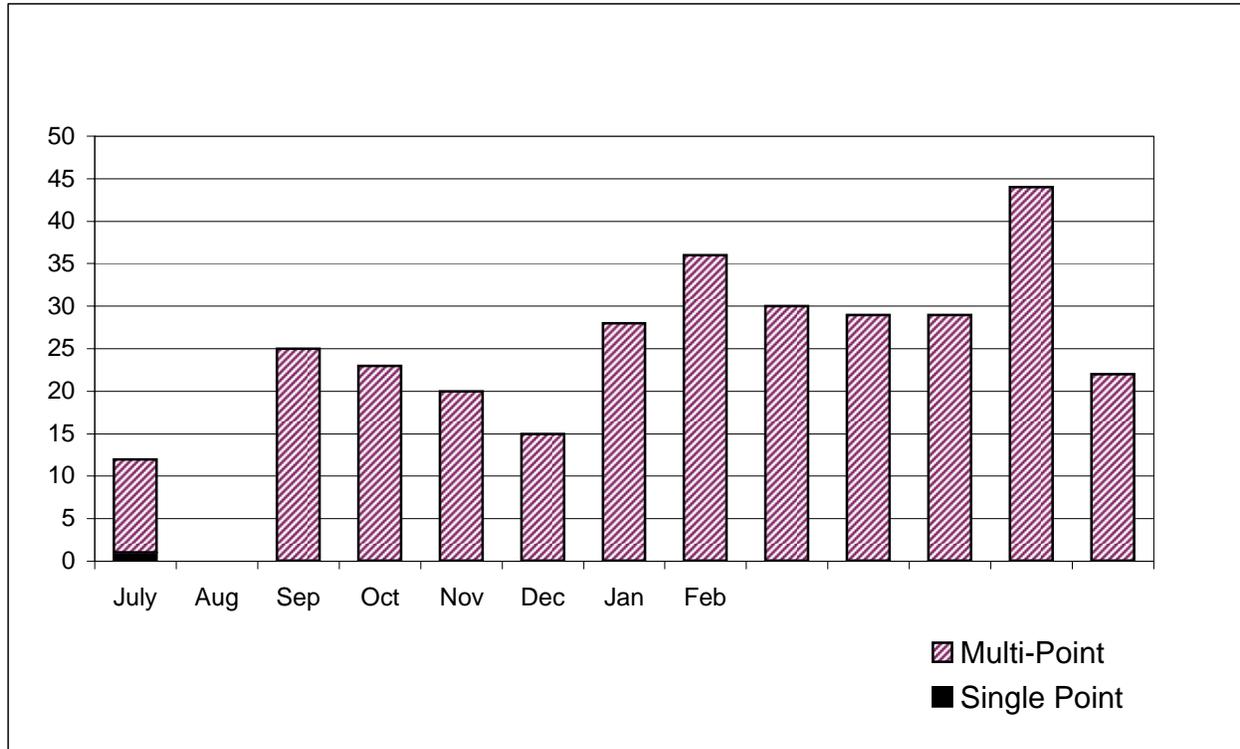
Date range

Enter data in blue shaded cells	Month:	July, 2005
Audio Teleconferences		
Single point	0	
Multi-point	22	
Equipment Loans	25	
Equipment loans by type		
Overhead Projectors	0	
Audio MICS- Portable Podiums	1	
TV/VCR	1	
DVD Players	1	
LCD Projectors	19	
Other	3	
Overhead Projector Loans		
Code Conf. Rooms	0	
PODs	0	
Offsite-pickups	0	
LCD Projector Loans		
Code Conf. Rooms	16	
PODs	1	
Offsite-pickups	2	
Major Conf. Room Utilization		
Regular use	366	
Special Set-ups	6	
Special Set-ups Furniture		
Auditorium	4	
MIC 3	0	
MIC 5	0	
MIC 6	2	
MIC 7	0	
Major Conference Room Use by Division		
ADMINISTRATIVE		
Administrator (A)	31	
Chief Safety /Mission Assurance(Q)	25	
Chief Education Officer(N)	39	
MISSION RELATED		
Exploration Systems (U-T)	23	
Space Operations(M)	26	
Science(S-Y)	19	
Aeronautics Research (-R-)	16	
MISSION SUPPORT		
Chief Financial Officer(H,B,K)	23	
Chief Information Officer(V)	18	
Chief Engineer(D)	28	
Institutions & Management(F,O,E,X)	61	

Date range

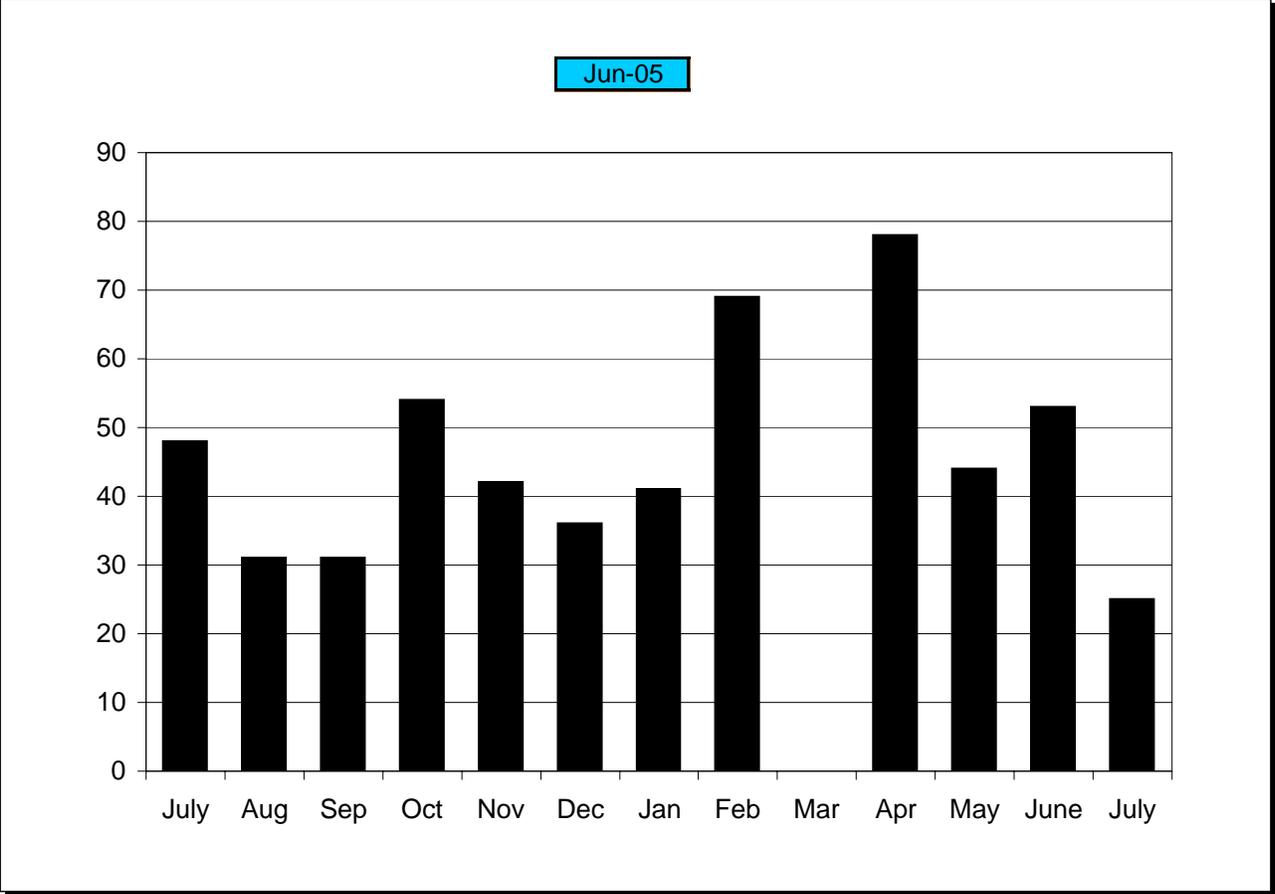
General Counsel(G)	18	
Chief of Strategic Communications(P,L,I)	39	
Nasa Centers	0	
Others	0	
	0	
Meetings Scheduled	909	
Meeting Support		
Equipment setups	223	
Receptionist	0	
AV Tech Support	22	
Projectionist	6	
Schedule support	918	
Tape Duplication		
Internal Service	0	
External Service	0	
Originals	0	
Total Duplications	0	
Revised 8.02.04		

Audio Teleconferences



	Total	Single Point	Multi-Point
July	11	0	11
Aug	0	0	0
Sep	25	0	25
Oct	23	0	23
Nov	20	0	20
Dec	15	0	15
Jan	28	0	28
Feb	36	0	36
Mar	30	0	30
Apr	29	0	29
May	29	0	29
June	44	0	44
July	22	0	22
Total	312	0	312

Monthly Equipment Loans

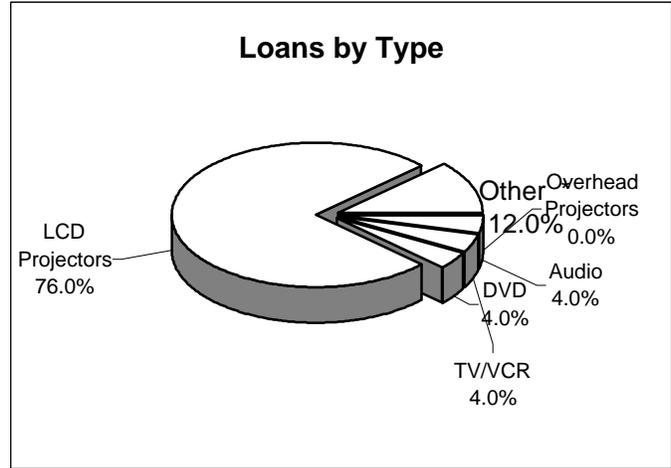


	Number of Loans
July	48
Aug	31
Sep	31
Oct	54
Nov	42
Dec	36
Jan	41
Feb	69
Mar	0
Apr	78
May	44
June	53
July	25
Total	552

Audiovisual Equipment Utilization

Equipment Loans by Type

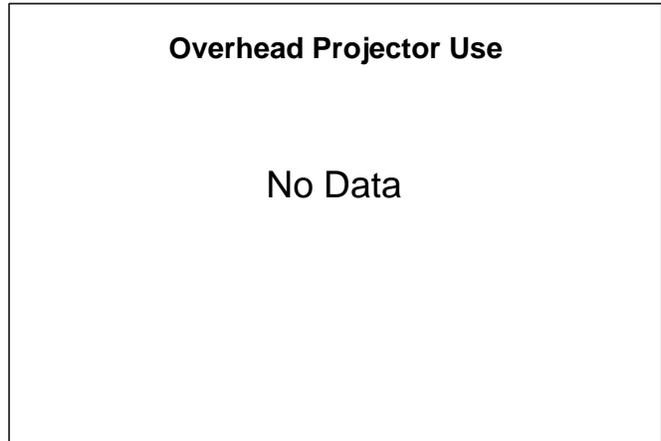
		Percentage
Overhead Projectors	0	0.0%
Audio	1	4.0%
TV/VCR	1	4.0%
DVD	1	
LCD Projectors	19	76.0%
Other *	3	12.0%
Total	25	96%



* Includes Pointers, A-Frames, Easels, Screens, VCR/LCD Cables, Extension Cords, etc.

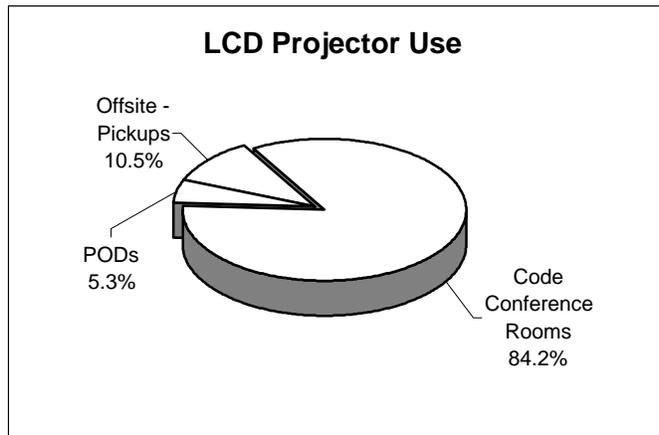
Overhead Projector Use

	Number	Percentage
Code Conference Rooms	0	0.0%
PODs	0	0.0%
Offsite - Pickups	0	0.0%
Total	0	0%



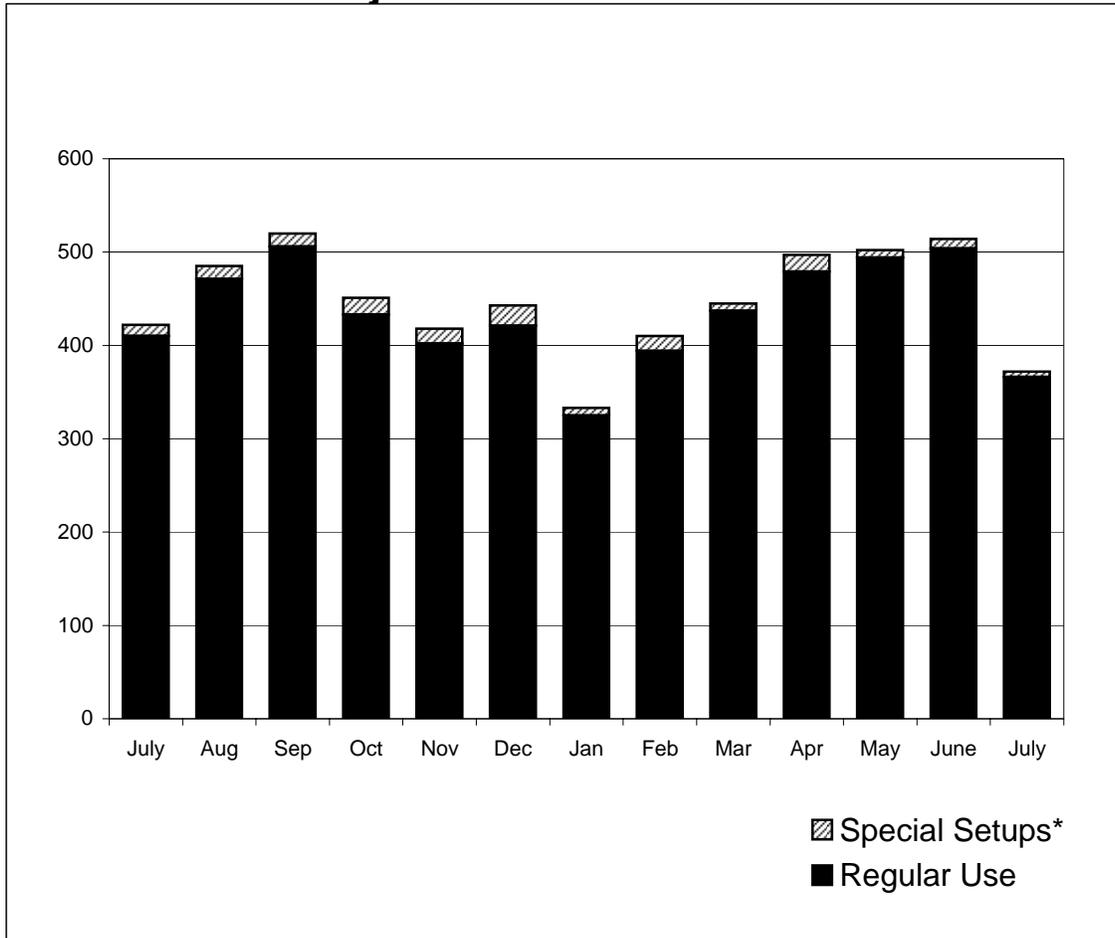
LCD Projector Use

	Number	Percentage
Code Conference Rooms	16	84.2%
PODs	1	5.3%
Offsite - Pickups	2	10.5%
Total	19	100%



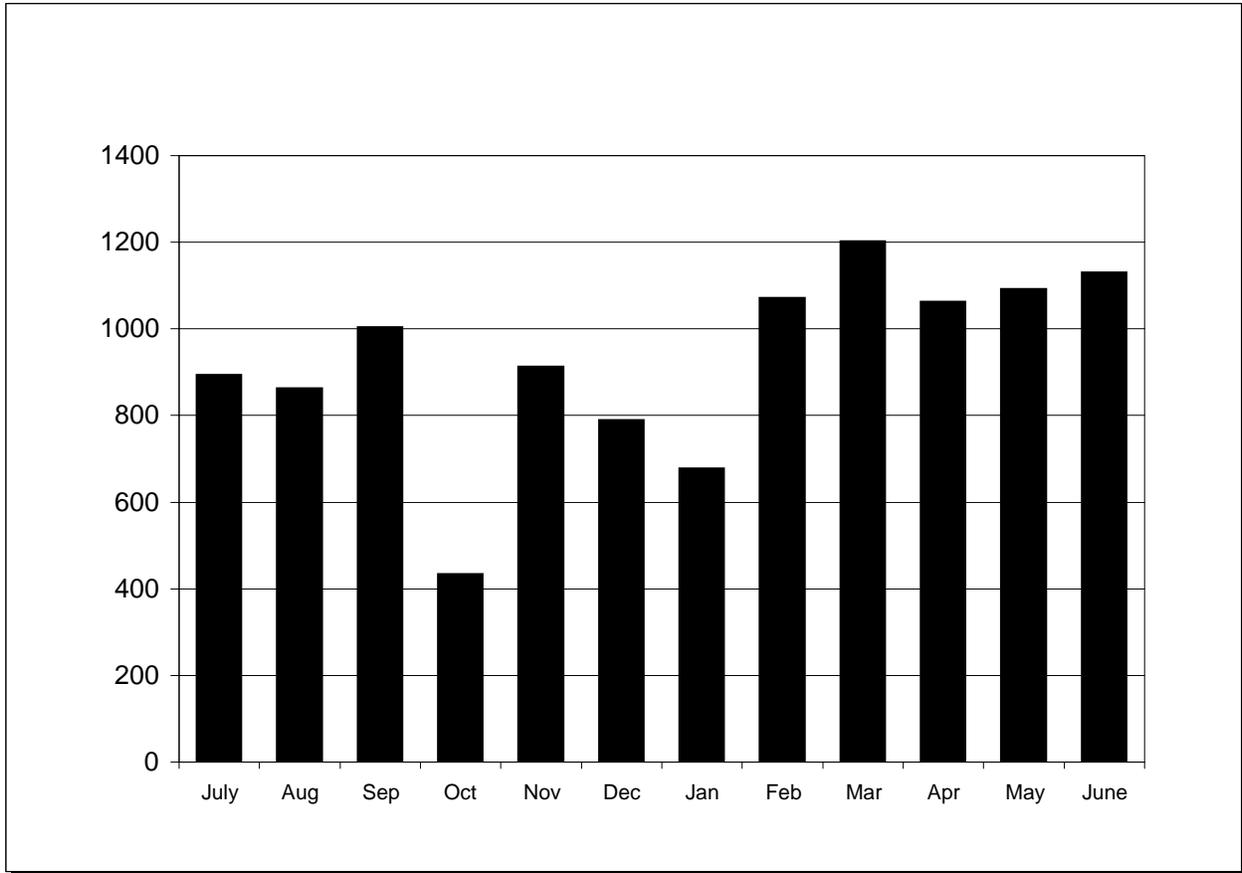
Audiovisual Equipment Utilization

Major Conference Room Utilization



	Total	Regular Use	Special Setups*
July	422	410	12
Aug	485	471	14
Sep	520	506	14
Oct	451	433	18
Nov	418	402	16
Dec	443	421	22
Jan	333	325	8
Feb	410	394	16
Mar	445	437	8
Apr	497	479	18
May	502	494	8
June	514	504	10
July	372	366	6
*Furniture Total	5,812	5,642	170

Meetings Scheduled



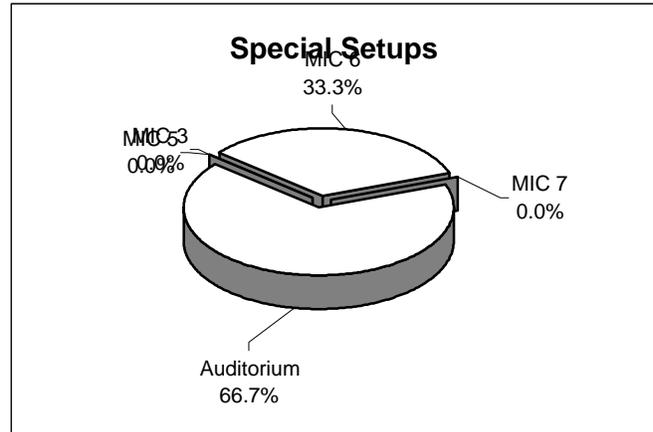
	Meetings Scheduled
July	893
Aug	863
Sep	1003
Oct	433
Nov	913
Dec	789
Jan	677
Feb	1071
Mar	1202
Apr	1062
May	1092
June	1130
July	909
Total	12,037

Setups and Meeting Support

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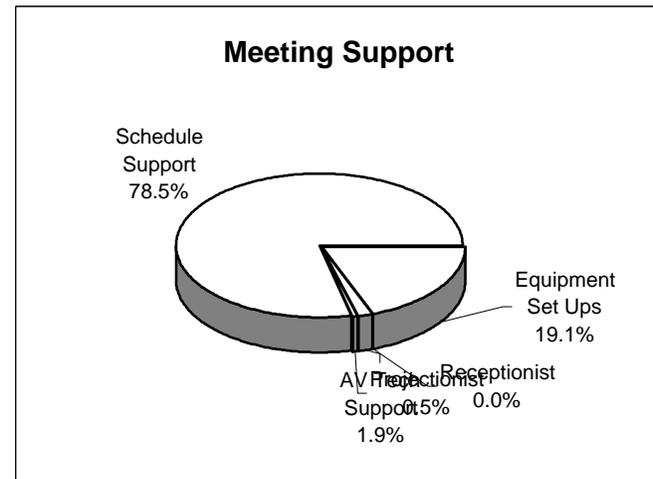
Special Setups

	Number	Percentage
Auditorium	4	66.7%
MIC 3	0	0.0%
MIC 5	0	0.0%
MIC 6	2	33.3%
MIC 7	0	0.0%
Total	6	100%



Meeting Support

	Number	Percentage
Equipment Set Ups	223	19.1%
Receptionist	0	0.0%
AV Tech Support	22	1.9%
Projectionist	6	0.3%
Schedule Support	918	78.5%
Total	1169	100%



Setups and Meeting Support

Major Conference Room Utilization by Code (excludes PODs)

Major Conference Room Use by Division

ADMINISTRATIVE

Administrator (A)	31
Chief Safety /Mission Assurance(Q)	25
Chief Education Officer(N)	39

MISSION RELATED

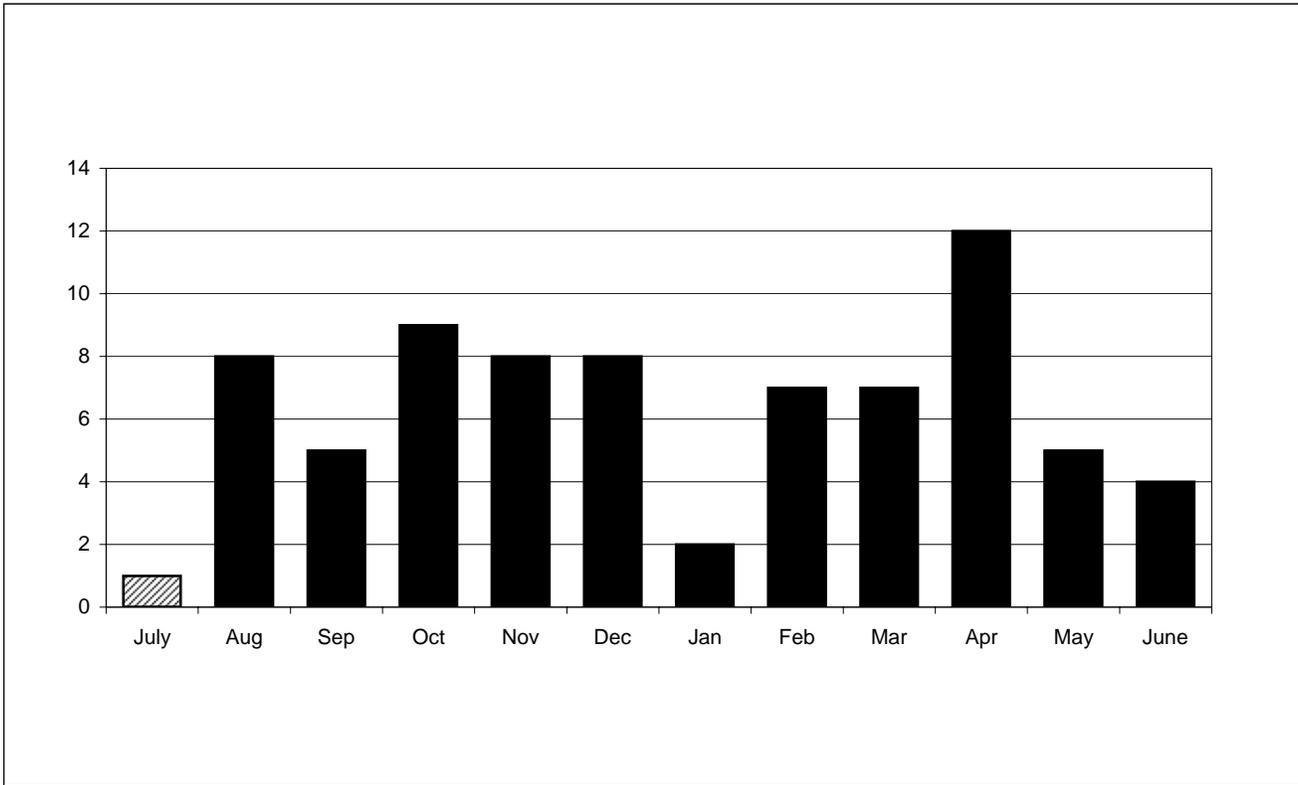
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Space Operations(M)	26
Science(S-Y)	19
Aeronautics Research (-R-)	16

MISSION SUPPORT

Chief Financial Officer(H,B,K)	23
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Chief Engineer(D)	28
Institutions & Management(F,O,E,X)	61
General Counsel(G)	18
Chief of Strategic Communications(P,L,I)	39
Nasa Centers	0
Others	0

Total	366
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Tape Duplication



Originals: 4

Number of Copies: 9

	Total	Internal Service	External Service
July	0	0	0
Aug	0	8	0
Sep	6	5	1
Oct	9	9	0
Nov	25	8	0
Dec	8	8	0
Jan	16	2	0
Feb	40	7	0
Mar	8	7	0
Apr	12	12	0
May	5	5	0
June	4	4	0
July	0	0	0
Total	133	75	1