Some Thoughts on Planning for a Virtual ABET Accreditation Library Visit During the Time of COVID-19

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Science Librarianship During the Time of COVID-19: Winter 2021 Virtual Conference
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UCF Colleges Undergoing ABET Accreditation

UCF College of Engineering & Computer Science (CECS)
&
UCF College of Optics and Photonics (CREOL)

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**College of Engineering & Computer Science (CECS)**
- 6 Departments
- 9 Research Centers

**CREOL, The College of Optics & Photonics**
- 5 Research Areas
- 4 Research Centers
The 10-undergraduate engineering, computer science, and IT programs in CECS along with a joint undergraduate Optics/Photonics Science and Engineering program in CREOL
What we have done and will do.....

• Establish a team including library administration & acquisitions management

• Document everyone’s expectations- hold a planning meeting

• Work through the technology side of things- who does what when, on what platform, know the specs and what will be asked

• Set up a mock live run through well in advance and make sure ALL parties will attend

• Discuss what went well and how to fix problems if there were issues
Some Things We Have Learned Already

• After you meet with faculty plan a separate meeting with library personnel

• Ensure your cell phone battery is fully charged and check your Wi-Fi ahead of time

• Be ready to have people both on-site as well as remote and walk-through resources as well as physical spaces

• There is a lot to coordinate: plan, meet, and practice, practice, practice!
We’ll keep you posted....but until then, thanks for listening!

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