

# **Student Technology Requirements For Grace College and Grace Theological Seminary**

The purpose of this document is to give the reader information concerning important student technology for both traditional and virtual classroom environments. Modern course delivery in higher education makes use of a number of different technologies. The challenge for the student is to have the tools that are appropriate to the task. This document should help guide you through the process of selecting the proper hardware and software tools.

## **General Requirement for Traditional and Online Programs**

In a very broad sense, you will need a computer purchased in the last couple of years, a high speed internet connection (for online programs), a web browser, anti-malware software, and the Microsoft Office Suite of programs. Depending on the academic program, additional equipment and services may be a required purchase. Also, a level of computer literacy is highly recommended with skills that go beyond simply word processing. Students should be familiar and comfortable with:

- Loading and configuring various software programs
- Sending and receiving email
- Opening and sending email attachments
- Downloading and uploading files
- Searching the internet
- Using Microsoft Office Suite

## **Online Courses and Programs**

Because of their very nature, the success of online courses is dependent not only on the quality of the technology used, but also the skill set of the individual using the technology.

Participation in an online program or course requires different tools and additional skills from more traditional coursework:

- Ability to work independently
- Self-motivation and self-discipline
- Wise time management
- Effective written communication

The following chart details the specific hardware and software requirements and recommendations. At the end of the chart are some suggested computers you may purchase that will meet our requirements.

### User Skills: Required

Basic keyboarding competence  
Basic knowledge of your operating system  
The skill and ability (administrator privileges) to install and update programs on your computer  
Basic proficiency in Microsoft Word  
Basic proficiency in a current generation web browser  
Proficiency in logging in to password protected web sites  
Proficiency in sending and receiving emails in a web browser interface  
Proficiency in opening and sending email attachments in a web browser interface  
Proficiency in downloading, saving, archiving, opening, and editing files

### User Skills: Recommended

Comfortably navigate information-rich and interactive web pages  
Comfortably and effectively perform web searches that return results relevant to your search  
Comfortably navigate web shopping sites such as amazon.com and half.com

### User Resources: Required

A computer that meets or exceeds minimum system requirements  
A DSL/Cable/Fiber optic internet connection 1.5Mbps or faster (when not on a Grace Campus)

### Computer minimum system requirements:

#### Windows

Laptop or Desktop equipped with an Intel Core 2 Duo chipset  
Windows XP Service Pack 3 (with all available updates)  
2GB of DDR2 RAM  
80GB hard drive  
Speakers or Headphones  
Microsoft Office 2007 or <http://www.officelive.com/en-us/>  
Integrated or USB webcam  
Integrated 10/100 wired network or WiFi 802.11g (or draft n)  
Current Generation Web Browser (IE 8, IE9, Firefox 4, Chrome 11, Safari 5)  
The latest available version of Adobe Reader  
  
The latest available version of Adobe Flash Player (an internet browser plugin)  
Approved anti-malware application (up to date and constantly running) (see list of approved applications below)

#### Mac

MacBook or iMac equipped with an Intel Core 2 Duo chipset  
Mac OSX 10.6 (with all available updates)  
2GB of DDR2 RAM  
80GB hard drive  
Internal Speakers (headphones strongly recommended)  
Microsoft Office 2008 or <http://www.officelive.com/en-us/>  
Integrated i-Sight web camera (standard on all models)  
Integrated networking (standard on all models)  
Current Generation Web Browser (Safari 5, Firefox 4, Chrome 11)  
Apple Preview (standard and preinstalled on all models)  
The latest available version of Adobe Flash Player (an internet browser plugin)

Netbooks/Nettops are NOT recommended and not supported. Linux is NOT supported.  
Tablets are not yet suitable replacements for notebook computers

Mac Minis are NOT recommended and not supported

Windows Vista is NOT recommended. Please upgrade to Windows 7 if you have Vista.

**Computer recommended system requirements:**

Windows	Mac
Laptop equipped with an Intel Core i5 chipset Windows 7 (any edition, with all available updates) 4+ GB of DDR3 RAM 320+ GB hard drive External Speakers and Headphones Microsoft Office 2010 or <a href="http://www.officelive.com/en-us/">http://www.officelive.com/en-us/</a> Integrated webcam Integrated 10/100 wired network or WiFi 802.11g (or draft n) Current Generation Web Browser (IE 8 (for WinXP), IE9 (for Win Vista or Win 7), Firefox 4, Chrome 11, Safari 5) The latest available version of Adobe Reader  The latest available version of Adobe Flash Player (an internet browser plugin) Approved anti-malware application (up to date and constantly running) (see list of approved applications below)	MacBook Pro or iMac equipped with an Intel Core i5 chipset OSX 10.6 (with all available updates) 4+ GB of DDR3 RAM 320+ GB hard drive External Speakers and Headphones Microsoft Office 2011 or <a href="http://www.officelive.com/en-us/">http://www.officelive.com/en-us/</a> Integrated i-Sight web camera (standard on all models) Integrated networking (standard on all models)  Current Generation Web Browser (Safari 5, Firefox 4, Chrome 11) Apple Preview (standard and preinstalled on all models) The latest available version of Adobe Flash Player (an internet browser plugin)  No anti-malware application required

**It is highly recommended to back up all school work to a second source such as a DVD-R/Flash drive/external hard drive. External hard drives with one-touch backup are relatively affordable and can prevent headaches associated with lost data due to failed hardware. You can also use a free cloud-based storage service:**

- <http://explore.live.com/windows-live-skydrive>
  - <https://www.dropbox.com/>
- Your grace email account has some document storage built-in under the Documents section

We require anti-malware programs for Windows computers. This column lists recommended antivirus programs (choose ONLY 1)	This column lists antimalware scanners that run on demand (choose any/multiple; manually scan at regular intervals)
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Our top choice: Microsoft Security Essentials (free for Windows... all versions) Avast! NOD32 Avira Kaspersky	Super AntiSpyware Spybot Search and Destroy MalwareBytes
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- Useful Links:**
- <http://www.microsoft.com/windows/internet-explorer/default.asp> (not available for Mac OSX)
  - <http://www.mozilla.com/en-US/firefox/>
  - <http://www.google.com/chrome>
  - <http://www.apple.com/safari/>

**Grace faculty use Microsoft Office apps for class work.**  
**Use Office online for free at:**  
**OR purchase the Microsoft Office Suite at deep discounts:**

<http://www.officelive.com/en-us/>

Contact the OIT Helpdesk at 574.372.5100 extn 6174 for details

**NOTE:**

We prohibit use of peer to peer applications. If you have any P2P applications installed, Grace OIT will NOT support your computer. Bit Torrent and other P2P networks are some of the major sources of malware infections and can interfere with normal computer operation. If you have a P2P application installed, cease using it immediately, uninstall it, and do thorough scans of your computer with reputable anti-malware applications. All P2P clients are forbidden, but the list includes: Vuze (Azoreus), uTorrent, BitTorrent, LimeWire, BearShare, and FrostWire

**Here are some systems you might want to choose from:**

**Windows 7 Systems**

Dell Latitude E6420 with Core i5 or Core i7 (similar to what Grace buys for profs)

Dell Studio 14, Studio 15, Studio 17 with core i5 or Core i7

Dell Vostro V130 with Core i3 (small, light, and stylish)

Lenovo ThinkPad L series with Core i5 (enterprise grade computing)

Lenovo IdeaPad Y series with Core 2 Duo to Core i7 (stylish, entertainment-centric notebooks)

Sony Vaio CW series with Core i5

Sony Vaio E series with Core i5

**Mac Systems**

Any MacBook, MacBook Pro, or iMac currently sold on [apple.com](http://apple.com) (including refurbished models)

On new system purchases, you can qualify for a student discount from apple.

**Look for new computer deals on sites like [dealnews.com](http://dealnews.com) and [techbargains.com](http://techbargains.com)**