

**Required Computer and Technological Equipment for OTD Students**

**Q: What technological tutorials should I review prior to attending orientation?**

**A: To be able to successfully participate in blackboard training session during orientation, you are required to review the 10 brief on demand tutorials listed below:**

- **SharkLearn Help Center:** <http://www.nova.edu/help/blackboard/index.html>

1. Submitting an Assignment
2. Creating a discussion board post
3. Creating a discussion board thread
4. Replying to a discussion board thread
5. Organizing discussion postings
6. Viewing discussion board grades
7. Creating and editing a Wiki page
8. Taking a test
9. Checking your grades
10. Setting your notification options

**Q: What type of technological equipment will I need to work effectively in the blended OTD computing environment?**

**A: To participate in a hybrid/blended OTD course, you are required to have:**

- A **laptop computer** that meets the **minimum specifications** according to the Hardware Guidelines for Computing at NSU (link: <https://www.nova.edu/publications/it-standards> )
- The latest version of *Microsoft Office* (including ***Microsoft Word and PowerPoint***)
  - If you have a Macintosh laptop you must have *Office for Mac* software in order to submit assignments in Microsoft format
    - **Tip:** As a student, you have access to Microsoft products (*Microsoft Office 365 University*)
- A Blackboard compatible web browser installed
- High Speed Internet Connection
- **Photo Capability** - camera device with the ability to produce still photos and a photo file; acceptable file formats are jpg (Note: many cell phones are capable of this, and are acceptable as long as the photo quality is adequate.)

Doctor of Occupational Therapy (OTD) Program

3632 Queen Palm Drive, Tampa, FL 33169-1378 \* Phone: 813-574-5340 \* FAX: 813-574-5330 \* [www.nova.edu/chcs/ot/otd](http://www.nova.edu/chcs/ot/otd)  
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- **Video Capability** - video camera device with ability to record video and produce a video file; acceptable file formats are wmv, mp4, and mov (Note: many photo cameras and cell phones have this capability. Either is acceptable, as long as the video quality is adequate.)
  - **Webcam** for the purposes of Web-based communication with classmates or faculty members (Note: many laptops come with integrated Webcams, which are acceptable)
- **Audio Capability** - A quality external microphone is required. This can be a headset or microphone-only model. (Note: many laptops come with integrated microphones; these often offer *inadequate* sound quality)
- **Scanning Capability** - scanning device with ability to scan signed documents into an Adobe Portable Document Format (PDF). (Note: many smart phones are capable of scanning once a scanning app has been downloaded).
- Note: before your class begins, check with the instructor (or advisor, if applicable) of your hybrid/blended course to be certain you have all the technological equipment needed for the course.

**Q: I want to access Blackboard from my mobile device?**

**A: To have your Blackboard course messages, assignments, and announcements accessible on your iPhone, iPad, or Android device download the appropriate *iShark Mobile 1.8* app**

- <http://www.nova.edu/iShark/>

**Q: Will the University help me with computer/technology problems and training?**

**A: Nova Southeastern University has a technical staff devoted solely to helping every student resolve his or her computer problems and become proficient technology users.**

- A Help Desk to answer your technology questions by email or phone: (954) 262-4357  
help@nova.edu
  - Hours: 24 hours a day/7 days a week
  - If User Services can't give you an answer or provide a technical service, they will point you to a resource that can.
- Or click on Nova Southeastern University Student Support Website at <http://www.nova.edu/help/students/index.html>

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