Required Computer and Technological Equipment for OTD Students

Q: What technological tutorials should I review <u>prior</u> to attending orientation?

A: To be able to successfully participate in our Canvas training session during orientation, you are required to review the following information:

- https://community.canvaslms.com/docs/DOC-10701#jive_content_id_Introduction

  1. Introduction
  2. How do I view an announcement as a student?
  3. How do I view assignments as a student?
  4. How do I submit an online assignment?
  5. How do I use the calendar as a student?
  6. How do I view my grades in a current course?
  7. How do I edit my profile in my user account as a student?
  8. How do I take a quiz?

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 <u>laptop computer</u> that meets the <u>minimum specifications</u> 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, PowerPoint, etc.****)*
  - 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*) for free

- High Speed Internet Connection

- <u>Photo Capability</u> - camera device with the ability to produce still photos and a photo file; acceptable file formats are jpeg (Note: many cell phones are capable of this and are acceptable as long as the photo quality is adequate.)

- <u>Video Capability</u> - 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.)

  - o <u>Webcam</u> for the purposes of Web-based communication with classmates or faculty members (Note: many laptops come with integrated Webcams, which are acceptable)

- <u>Audio Capability</u> - 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 *<u>inadequate</u>* sound quality)

- <u>Scanning Capability</u> - 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 Canvas from my mobile device?

A: To have your Canvas 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 help@nova.edu (24 hours a day/ 7 days a week); phone: (954) 262-4357
  - o 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