



## Technical Skills and Requirements for Online Education

### **Overview**

It is not required for you to have the newest computer and fastest Internet connection to attend courses online. Do you have to be a computer expert? No. However, you do need a basic understanding of computers, Canvas, and the Internet, and to possess certain skills and traits. The purpose of this document is to inform you of the skills and requirements you need to be successful online, and to provide some resources to help.

### **Online Student Orientation**

To prepare for online courses at Fayetteville State University, enroll in and complete the Online Student Orientation located in Canvas: <https://bit.ly/2Wx9pCp>. This is a self-paced online course that covers Canvas basics as well as important information and resources to help you succeed.

### **Technical Skills and Traits**

Some of the most important **skills and traits** to possess, improve or develop for online learning success include:

- **Persistence:** be able to tolerate and adapt to technical problems; seek help when needed, work daily on course tasks, and when you encounter roadblocks, keep trying.
- **Good Time Management:** don't procrastinate; set a study schedule and stick to it; be able to complete assignments independently without daily reminders from your professors.
- **Communication:** Communicate effectively and appropriately with your professors, classmates and university staff.
- **Basic Technical Skills:** be able to create, save and share documents; use word processing and presentation programs and Canvas; navigate the Internet and download software.
- **Reading and Writing Skills:** be prepared to read a lot of information from a screen and complete numerous writing assignments on a computer.

Source: Adapted with permission from the [Minnesota Department of Education](#)

## **Computer Hardware and Accessories**

You need a standard laptop or desktop computer to access your classes and complete coursework. Mobile devices may be used as **secondary** tools to access university and Canvas Student apps. However, you **should not rely solely** on mobile devices to access course sites and materials and complete course work. If you do, you will likely experience problems with full website functionality. Also, be aware that Google Chromebooks are not compatible with certain programs and applications that you may be required to download and use in your courses.

## **Recommended Hardware and Accessories**

<p><b>Processor:</b> i5 GHz or better</p>	<p><b>Keyboard &amp; Mouse</b></p>
<p><b>Memory:</b> 8 GB RAM or better</p>	<p><b>Speakers, Headphones &amp; Microphone</b></p> <p><i>Please note; public computers may prohibit the use of external speakers, headphones or microphones.</i></p>
<p><b>High Speed Internet Connection:</b> connection speed of 1.5 MB/s or better.</p> <p><i>Please note:</i></p> <ul style="list-style-type: none"> <li>• <i>using satellite and/or cellular connections may result in slowness, timeouts or access issues when logging onto or using campus systems;</i></li> <li>• <i>using public computers and Internet (restaurants, libraries, etc.) may result in slowness, timeouts or access issues when logging onto or using campus systems;</i></li> <li>• <i>public computers may prohibit access to certain course materials or systems due to security restrictions.</i></li> </ul>	<p><b>Web Camera:</b> capable of video web conferencing and recording.</p> <ul style="list-style-type: none"> <li>• <i>Please note: public computers may prohibit the use of external web cameras.</i></li> </ul>
<p><b>Monitor &amp; Video Card:</b> 1024x768 or better resolution</p>	<p><b>DVD/CD-ROM Drive</b> may be needed to install software in some courses.</p>

## Software and Applications

Generally, FSU online courses will not require you to have special software. If they do, your professors will notify you of what you need.

### Recommended Software and Applications

Microsoft Office 2016 or later for personal computers (PCs), or Macs.	Latest version of Adobe Reader.	Latest version of the Adobe Flash plug-in.	Administrative rights on the computer to allow software installation &/or computer configuration.	A current anti-virus program (regularly updated).
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## Operating Systems

You need a computer with Microsoft Windows or Apple Mac OS.

OPERATING SYSTEM	MINIMUM	RECOMMENDED
Microsoft Windows	Windows 8.1 Blue	Windows 10 Home 1909
Apple MacOSx	MacOS 10.14: Mojave	MacOSx 10.15 (Catalina)

## Web Browsers

You should install at least two web browsers on your computer. Mozilla [Firefox](#) and Google [Chrome](#) are preferred and can be downloaded for free online. Always keep your browsers updated for best performance.

## Operating Systems Accessibility

The [Microsoft](#) and [Apple](#) websites provide accessibility information and options to enable you to customize your computer to meet your needs. You may also contact the [Center for Personal Development](#) if you have questions or need assistance with accommodations.

For Additional Information Contact	
<b>Information Technology Services (ITS)</b> T: 910-672-4357 W: <a href="https://bit.ly/3dvu5Bw">https://bit.ly/3dvu5Bw</a> Help Desk: <a href="https://bit.ly/3chel5a">https://bit.ly/3chel5a</a>	<b>Office of Faculty Development (OFD)</b> T: 910-672-1768 E: <a href="mailto:kharget1@uncfsu.edu">kharget1@uncfsu.edu</a> W: <a href="https://bit.ly/2A5uOLq">https://bit.ly/2A5uOLq</a> 