

Rowan Online Student Technology Requirements

Revision 1.4

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In order to successfully take part in a CPCE/Rowan Online course, students are expected to have access to a typically configured personal computer and the Internet. It is recommended that students plan in advance for alternative computer and Internet access in the event of a personal computer failure. Students are responsible for maintaining, protecting, and backing up all data and files related to their courses on a personal storage medium of their choice.

For all *technology requirements* below, the CPCE Online Division has suggested minimum computer specifications for use with online courses as well as recommendations for safe data storage. However, it is strongly suggested that students purchase or use a computer with the recommended specifications for optimal performance. New computers may be purchased from any manufacturer and in any model that matches the recommended specifications (or better). All online courses are compatible with both PC (Windows) and Mac platform computers. Computer style, desktop or laptop, is to the student's discretion based on ease of access and need for mobility.

Computer Specifications PC (Windows) Users

Spec	Minimum	Recommended
Processor	Intel Core 2 Duo (1.8 GHz)	Intel Core 2 Duo (2.0 GHz +)
Hard Drive	80 GB	160 GB +
Memory (RAM)	1 GB	2 GB +
Operating System	Microsoft Windows XP	Microsoft Windows XP or Vista
CD/DVD	DVD +/- RW	DVD +/- RW
Warranty	N/A	2 years parts/labor/on-site service

Computer Specifications Mac (Apple) Users

Spec	Minimum	Recommended
Processor	Intel Core 2 Duo (2.0 GHz +)	Intel Core 2 Duo (2.0 GHz +)
Hard Drive	80 GB	160 GB +
Memory (RAM)	1 GB	2 GB +
Operating System	Mac OSX Tiger 10.4	Mac OSX Leopard 10.5.6
CD/DVD	DVD SuperDrive	DVD ROM or DVD SuperDrive
Warranty	N/A	Apple care service

Internet Connection

Rowan online courses are designed to accommodate most standard Internet connection speeds including modem dial-up connections. However, it is recommended that you have access to a high-speed Internet connection such as DSL or cable modem for optimal experience. If you are unsure of your current connection speed, contact your Internet Service Provider (ISP) for more information.

Minimum	Recommended
56k Modem (Dial-up @ 56kbps or faster)	Broadband (High-speed @ 144 kbps or faster) DSL, Cable, FIOS, or better

NOTICE: Some employers may choose to block or filter certain web sites or Internet connections on their networks. From time-to-time, certain Rowan web sites and online services have been known to be inaccessible from within the network of an employer that utilizes network Internet filters, firewalls, etc.

Students who experience issues at their place of work related to Internet filters and blocking are required to obtain their own reliable Internet connection outside of work. Typical residential Internet Service Providers (ISPs) such as Comcast, Verizon, AOL, etc. do not block any Internet connections or sites used by CPCE and Rowan Online Services.

Required Software

Microsoft Office productivity software is the Rowan Online **required standard** for word processing (MS Word), spreadsheets (MS Excel), and slide show presentation (MS PowerPoint) software. Discounted student editions of the Microsoft Office suite with Word, Excel, & PowerPoint are available for purchase online from the Rowan bookstore.

Minimum	Recommended
Microsoft Office (Word, Excel, & PowerPoint) 2003	Microsoft Office (Word, Excel, & PowerPoint) 2007

NOTICE: Students using versions of Microsoft Office older than 2007 are strongly recommended to install the Office 2007 Compatibility Pack which will allow users of Microsoft Office versions 2000, XP, and 2003 to open and edit Office 2007 files. You can download this pack from Microsoft's web site or by [clicking here](#).

Web Browsers & Plug-ins

Since the following software is freely available for download, installation, or upgrade at any time, CPCE Online Services requires that you have the latest version of each as shown below.

Web Browsers	Plug-ins (for your Web Browser)
Microsoft Internet Explorer 7+*	Adobe Flash Player 10+
Firefox 3+	Sun Java SE 1.6.12+
Safari 3+	Adobe Reader 9+

* Only available for Windows (Microsoft) computing systems

Data Storage and File Back Up

CPCE Online Services does not provide storage or archiving of student work. Work may be housed in online courses during the specified offering period of the course (between the course start and end date). All courses hosted in the Blackboard system are removed and archived 14 days after the course end date. Once the course is removed from Blackboard, CPCE Online Services cannot restore or retrieve any students work or files from the course.

Students should frequently backup copies of all data and files related to online coursework. A large variety of portable storage devices are available for this purpose including portable hard drives, thumb drives, flash drives, jump drives, etc. It is recommended that students purchase/use a USB connected storage device with at least 512 MB of available storage. CD or DVD recordable media is also an effective means of data back up and protection.

Other Tech Requirements

Some Rowan Online courses may have other specifications or requirements, such as additional specialized software or hardware for use with the course. These requirements will be posted by the course instructor in the course syllabus. The instructor may provide additional information and answer questions regarding these requirements.

More Information

For more information about Technology Requirements for CPCE/Rowan Online and Hybrid course, please email online@rowan.edu.