

## Technology Requirements

---

### Hardware

- Pentium level PC or MAC
- Broadband Internet (DSL, Cable) connection: at least 2Mbps download speed and 2 Mbps upload speed (Hot spots are not recommended Test internet speed <http://www.speedtest.net>)
- Webcam and Microphone (built-in or external)
- Speakers and headphones

### Software

- Windows XP or MAC OS 10.8 (Mountain Lion) or higher operating system
- Microsoft Office 2010 or iWork
- MS Word Viewer 2007, MS Excel Viewer 2007, MS PowerPoint Viewer 2007 with the ability to view Microsoft Documents
- Adobe Acrobat Reader or software that allows you to view PDF files
- Word processing software must be able to "Save As" in a Rich Text format (RTF)
- Java support systems
- Web Browser, i.e.: Internet Explorer v8, Mozilla Firefox v34, Google Chrome v39 or Apple Safari v6 or later
- The ability to view multimedia, i.e.: Windows Media Player, Macromedia Shockwave, Flash, and Quicktime
- Examity® Test Proctoring
- Ad-ware removal program (*recommended*)
- Anti-Virus program (*recommended*)
- Firewall (*recommended*)

### Skill sets

- Reliable access to a computer for extended and uninterrupted periods of time as needed.
- Proficiency in computer navigation and virtual file organization.
- Experience in online search engines with the ability to access data virtually, download and install plug-ins as needed.
- The ability to respond to requests for data with the knowledge of how to save, attach, upload files to emails, shared drives as instructed.
- The ability to install and troubleshoot course-specific applications that some courses require.

**NOTE:** The online classroom can be accessed and viewed using mobile devices (phone, e-reader, tablet, etc.). But accessing courses in this way does not meet our minimum technology requirements. Please plan to access your courses from a computer or laptop at least 2-3 times each week.

*Faculty are not able to help with installations and troubleshooting problems when technology doesn't work. If you need help or have questions, please contact the BC Technology Service Desk via [Live Chat](#) or 425-564-HELP (4357)*