



Student Technology Requirements Policy

SCOPE

This policy applies to all Washington Technology University students.

POLICY STATEMENT

Computer, Internet Access, and Email Account Requirement Washington Technology University (WTU) requires every student to own or have access to a computer that can perform University functions according to technology standards set by the University. Technology standards are listed below and will be updated annually.

Each student is required to maintain a Washington Technology University account to access online courses, email, and other University resources. Additionally, to facilitate consistent quality in curriculum, instruction, and information security, the University requires all courses use the Moodle Learning Management System for course communication and assessment. The WTU portal and email are the primary channels of communication of official University correspondence, such as but not limited to policy changes, billing notices, registration notification, guidelines, and any information considered important. Students are required to access their email on a frequent basis to ensure they view these communications. Failure to do so does not constitute a failure to receive the communications. Students are expected to maintain the security of their WTU account and should not divulge their username and password to others.

POLICY

A. Desktop or Laptop Computer

To enroll and participate in classes, you must have a computer (PC or Mac) with at least 8 GB of random access memory (RAM) and 100 GB of free hard-drive space. If you are attending on-campus classes, your computer must be a laptop. You will be expected to bring your laptop to all on-campus classes. You may also use mobile devices such as tablets (e.g., iPad), mobile phones, and notebook computers (e.g., Chromebooks) to perform some academic activities, however, a desktop computer or laptop must remain your primary device.

PC Users: We require you run Microsoft Windows 10 Version 1809 or later.

Apple Users: We recommend macOS 10.14 Mojave or later. The minimum requirement is macOS 10.12 (Sierra).

B. Productivity Software

All students are required to have Microsoft 365 which is available as a free subscription to active, enrolled students at WTU. WTU will provide students with a Microsoft 365 account. Students may use that account to access online versions of the Microsoft productivity software. Microsoft 365

includes Teams, the software used to attend online classes at WTU.

C. Internet Access

WTU provides Internet access on campus. Students must also have reliable high speed internet connection with a minimum bandwidth of 8 Mbps upload/download speed at home, or wherever you intend to study when not on campus.

D. Browsers

Students may use Chrome, Firefox, Internet Explorer, Microsoft Edge, or Safari. For security purposes and to ensure students have the best experience possible, students are required to install the latest version. Browsers must be set to Enable Cookies and Enable Javascript.

E. PDF Reader

To view PDF files, students must have a PDF reader installed on their computers. A PDF browser plugin will let the user view PDFs in a browser window without opening a separate program.