

# Disclosure of Online Learning Expectations



Eastern University courses are either fully on-ground, blended/hybrid (part on-ground, part online) or entirely online. A level of technological competency and access to a computer is required to function effectively for all courses. Read the following sections outlining technology requirements and expectation for coursework.

*Please sign and return this document to the Admissions office.*

## Technology

Access to:

Operating System XP	Service Pack 3, Vista Business or Premium <sup>1</sup> , Windows 7, Apple Leopard or above
Processor	1 Ghz or better, 2 + Ghz preferred
Hard Drive	80 GB for new equipment (20 GB minimum), 160 +GB preferred
Memory/RAM	2 GB, 3 GB preferred
Software	Microsoft Office 2007 <sup>3</sup> , Microsoft Office for Mac 2008 (Word, PowerPoint, Excel) Current versions of: Anti-virus software (e.g. McAfee 8.x), Adobe Reader 8.x or higher, Anti-spyware software for PC (Adaware or Spybot, downloadable free from the web)
Internet Connection	Dial-up is not permitted <sup>4</sup> , Broadband connection (DSL, FiOS, cable, etc.), Wireless-802.11 b/g
Web browser	Current versions of either: Mozilla Firefox 5.x, Internet Explorer 7 or higher For Mac: Safari or Mozilla Firefox 5.x Java 6.x <sup>5</sup>
Communication Tool	Web cam (optional), Microphone & headset (needed for Wimba)

<sup>1</sup>Due to system compatibility issues, students using Windows Vista, Home Basic Edition need to know that they may have difficulty accessing our online systems, and they will not be able to access wireless networks at our St. Davids, Palmer Seminary, 18th/JFK, Harrisburg, and Falls Center campuses. Vista Business and Premium editions are fine.

<sup>2</sup>CCGPS students are eligible to purchase software (including MSOffice 2007) at a discount through Eastern University's partnership with JourneyEd software. You will need to provide them proof of enrollment. A copy of your acceptance letter is acceptable. Go to link for further information: [http://www.eastern.edu/academic/ccgps/st\\_services/discount\\_computers.html](http://www.eastern.edu/academic/ccgps/st_services/discount_computers.html)

<sup>3</sup>It is a requirement that students be able to open Office 2007 files. Please go to this link to install the free compatibility pack if you have Office 2003: <http://www.microsoft.com/downloads/details.aspx?FamilyID=941b3470-3ae9-4aee8f43-c6bb-74cd1466&displaylang=en>

<sup>4</sup>Due to course requirements in an on-line delivery format (e.g., video conferencing and streaming, uploading and downloading large files), a dial-up connection is insufficient and high speed internet access is required.

## Computer Skills Expectations

- Log on and log off
- Open and close programs
- Navigate the Internet and Web sites
- Use the left and right mouse buttons
- Run CD's/disks on a computer
- Use a mouse to drag and drop
- Attach documents to email messages
- Download documents and programs to a computer
- Use a word processing program such as Microsoft Word
- Send and receive emails

## Online Experience

Completion of the Eastern University online Blackboard tutorial is expected. I understand that this should take place prior to my first online course session

## Eastern Email

Use of your Eastern email account for all school-related communication is expected.

My signature below indicates that I have read and will meet these above expectations.

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_