

# TECODE, Inc. Computing Standards

Today's technology environment is in constant change. Given the rapid changes in hardware and software technology it is impractical for the TECODE Information Technology Service department to recommend specific hardware performance requirements to students. In general, most new computers available on the market will be capable of performing the tasks needed for your course work at TECODE.

Below are some minimum considerations recommended to all students to help provide the best computing experience: Please note that as the technology landscape changes, so may these recommendations. It is the responsibility of all students to have regular and unlimited access to the computing technology they need for their courses.

## *Access & Capability*

As a student of TECODE, you will need reliable access to a computer with the following capabilities:

- A current suite of productivity tools which include word processing, spreadsheets and presentation software at a minimum.
  - Microsoft Office Suite, Open Office, Google Docs
- The ability to publish documents accessible to TECODE faculty and other students as needed in standard formats e.g.:
  - Microsoft Office
  - VPS or [Adobe PDF](#)
- An antivirus program that is updated regularly
  - There are free 30-day trial subscriptions with available purchase upgrades available from Norton, AVG, and McAfee. However, students may use any AV program of their choice
- An internet connection with adequate capacity to upload/download files, stream audio and video and support the function of TECODE's online learning management systems.
- An up-to-date web browser capable of loading and supporting Blackboard
  - Current versions of [Microsoft Internet Explorer](#), [Mozilla Firefox](#), [Google Chrome](#) and [Safari](#) are recommended.
- An operating system compliant with current industry standards
  - e.g.: Windows 7 or 8, Mac OSX 10.7 or 10.8
- A laptop with a 5 Ghz wireless radio is highly encouraged.

## ***Student Computer Maintenance Responsibilities***

Technology Support will make every reasonable effort to provide student support for the installation and basic usage of the software and systems offered and/or required by TECODE.

Technology Support may also provide limited assistance for computer-related issues on a time-available basis; however, it is the responsibility of every student of TECODE to be familiar with and keep his or her own computer hardware and software in good working order. Failure to do so may result in Tech Center staff directing the student to use an outside vendor to resolve their issue before seeking additional support from TECODE Tech support.

If at any time during a course a student's computer becomes unusable for school purposes, it is the responsibility of the student to contact their instructor and arrange an alternative work schedule while their machine is being serviced. Technology Support may direct you to a third party computer service provider, at the expense of the student, if attempting to resolve the issue through the Technology Support interferes with our ability to provide excellent service to other students.

## ***Additional Information***

If you have any questions regarding TECODE's computing standards, or any of the other information provided in this knowledge base article, please feel free to contact the Technology Support Department at [technology.support@tecode.org](mailto:technology.support@tecode.org)