

Technology

at the University of St. Francis



The use of technology is an integral part of the educational process at the University of St. Francis. USF has been a leader in educational technology and continues to provide students with innovative technology services every year.

Advice & Resources

Should you bring a computer to campus?

Technology is a critical part of your life at the University of St. Francis. The University does not require students to use their own computer, however, 90 percent of students living on campus do bring their own computers. Over 85 percent of those are laptops, allowing them to take advantage of USF's wireless network available across campus. If you choose to bring your own computer, please refer to USF's **Student Computer Requirements** on pages 3-5 of this document.

Students have access to approximately 200 public use computers spread throughout campus in public and departmental computer labs.

The university's public use computers and most faculty computers run the Windows operating system and the Office 2019 suite (Word, PowerPoint, Excel, Access). We recommend that computers being brought to campus run Windows 10.

The Communication & Media Arts and Art & Design departments use Apple-based computers. We recommend that students with Apple computers have the latest Apple operating system and the Microsoft Office suite program.

No matter which platform you choose, you will want a computer that is no more than one or two years old so that it can run the latest software and serve you well for four years.

You may elect not to bring a personal printer to campus because all the computer labs throughout campus are equipped with the ability to print. Each student is given a printing credit of \$20 each semester that allows them to print approximately 300 pages per semester. Printing credits are not carried forward to the next semester.

Purchasing Computers and Software

As a University of St. Francis student, you have the opportunity to purchase computer hardware and software at educational discounted prices. In order to receive these discounts, you must order through the USF student hardware and software website, found in your MyUSF portal account under **Departments> Information Technology> Computer or Software Purchase Discount Program**.

Office 365 is available for all enrolled USF students free of charge. This suite includes Word, Excel, PowerPoint, OneNote and more. Visit techsupport.stfrancis.edu for more details.

Getting Technology Support

The Technology Support Center (TSC) is your one-stop shop for all technology-related support needs. Helping students, faculty and staff with hardware/software issues, wireless access, printers and classroom technology... the TSC is just a phone call away! Note: Support for the USF online learning platform, Canvas, is available 24/7 through the help menu within that system.

Contact the Technology Support Center (TSC)

- Get helpful tips or submit a ticket online at techsupport.stfrancis.edu
- Call 815-768-TECH (8324)
- Email techsupport@stfrancis.edu
- Visit their office in Marian Hall (accessible from Marian's outdoor courtyard)

The Latest Technology Happens Here First

Online Learning Technology

In the fall of 1998, the University of St. Francis became one of the first universities in the nation to offer both undergraduate and graduate online degree programs. Today our online learning platform is Canvas. In addition to our online programs, many residential classes take advantage of the platform for assignments submission, grading and feedback.

MyUSF Portal Technology

The University of St. Francis MyUSF portal is an award-winning student service software program that provides students with a web-based interface for identity management, single sign-on capabilities, and the ability for content aggregation. USF students simply log into their MyUSF portal from anywhere, at any time, and have access to academic services, online courses, web-based email and utilization of our library services or online databases for research.

Classroom Technology

The university's focus on the integration of technology and student learning is evident within our 30 multimedia classrooms for instruction and presentation by both faculty and students. The multimedia classrooms have Internet access, video projection system and computerized teacher station for presentations.

Student Computer Requirements

Staying current with productivity technology is an important part of your education, and your future professional life. You will need access to and use of the hardware and software listed below. If you are not able to meet the requirements of this list, please contact USF's Dean of Students.

Hardware and Peripherals

Please note: Attempted use of smartphones, tablet devices and/or Chromebooks as your primary tool for for any USF coursework, email or internet communications activities is not advised as these particular devices are not always compatible with USF learning and computer networking standards.

You will need access to a desktop or laptop computer with the following:

- A processor of 2 GHz or faster
- 6 GB RAM or greater
- A high-speed internet connection with a connection speed of 1.5 MB/s or better.
 - The use of satellite and cellular connections may result in slowness or errors (timeouts, access problems) when accessing classroom and course materials, and other audiovisual internet communications tools.
 - The use of public access computers and internet (for example, at restaurants or open civic spaces) may result in slowness or errors (timeouts or access problems) when accessing the classroom and course materials. Public access computers may not permit any access to certain course materials or systems due to security limitations.
- Monitor and video card with 1024x768 or greater resolution
- Separate keyboard and mouse as needed
- Speakers/ and Microphone
 - A headset (noise-cancelling headset is recommended)
 - Please note that public access areas may not permit usage of speakers, headphones or microphones.
- A web camera capable of video web conferencing
 - Public access areas may not permit usage of web cameras.

Software and Applications

You will need access to Microsoft Windows or Apple macOS and familiarity with the following items:

OPERATING SYSTEM	MINIMUM
Microsoft Windows	Windows 10.x
Apple macOS	macOS X 11.x

Microsoft® Windows may be required for some technology courses.

WEB BROWSER	SUPPORT
Mozilla Firefox	Supported (preferred)
Apple Safari	Supported (preferred)
Microsoft Edge	Supported
Google Chrome	Supported (preferred)
Opera	Supported

Please note: Newer browser versions incorporate security fixes and newer technologies that may often lead to a better user experience. Current browser versions are highly recommended when the option is available. Other browsers (e.g., Dolphin, Brave, etc.) may be used with our services, but self-testing of features before use in real time is advised.

Additional Software

- Microsoft Office or later for a personal computer (PC or Mac). Microsoft Office can be downloaded for free at office.stfrancis.edu.
- An up-to-date-installation of Adobe Reader
- Local administrative privileges to operating system may be required to allow for installation of software and/or configure computer settings
- Various video communication tools as described by instructor

Please note: This document does not list all of the software you may be required to access and/or purchase for your courses. Your instructor will alert you to any additional software needs at the beginning of your coursework.

Mobile App Versions of Desktop Software

Students are required to have reliable access to a PC or Mac. Phone and tablet devices have different operating systems versus most laptop and desktop computers. Apps for USF online software tools are available for phone and tablet devices, but functionality on these apps is limited in comparison to what is available on laptop and desktop computers.

Please note that downloading apps for all online video communications tools to your own mobile device is a good idea as an emergency backup, but regular use of mobile apps instead of computer access is not advised.

Accessibility

The operating systems on most computers and mobile devices already have some features that include the following accessibility technologies:

- Changing font size
- Changing size of desktop icons
- Magnification of portions of your screen
- Converting text to speech
- Altering background color
- Captioning for audio
- Speech recognition

Accessibility for Operating Systems

Both Microsoft and Apple provide additional accessibility guides, tutorials, and tips for use on your computer. Visit the [Microsoft](#) or [Apple](#) website for information beyond the documents provided here. Students may contact the Academic Resource Center (stfrancis.edu/academics/resource-center) for questions about accommodations.