ST. JOSEPH'S COLLEGE OF NURSING at
St Joseph's Hospital Health Center
Syracuse, New York

SJCON: PERSONAL LAPTOP & MINUMUM REQUIREMENTS POLICY

PURPOSE:
All students are required to own or have access to a laptop capable of meeting the minimum system specifications outlined in this document. Minimum software requirements include, but are not limited to, the applications used for electronic testing, completing clinical paperwork, and accessing course content.

Electronic testing is facilitated on campus through your personal device, and you will be required to bring a laptop capable of running the testing software for all exams unless otherwise granted an exception. Laptops will not be provided by the College and the College is not obligated to ensure you have a laptop for testing; this responsibility falls upon the student. The College will offer technical support and troubleshooting for all students prior to and during testing provided the device meets the minimum specifications.

This document is also designed to serve as a guide for purchasing or upgrading a laptop to meet the system requirements necessary to use and access the resources at the College. If you are purchasing a new laptop these guidelines can be used to ensure you have everything you need to meet the requirements. If you already have a device, you can use these guidelines to determine if you will need an upgrade or additional software.

Helpful Tips:

- Your *Operating System* is often overlooked. Make sure you find one that works for you.

- Most modern systems will meet the minimum requirements. However, Androids, iPads and Chromebooks are not licensed to, or will not run the software Examplify.

Common Brands: HP, Dell, Apple, Lenovo, etc.

Incompatible System Specifications (DO NOT PURCHASE)
- **Chromebook:** Chromebook/Chrome OS. Chromebooks are NOT compatible with the testing software. Although they may be sufficient for accessing content, you <u>will not</u> be able to take an exam with a Chromebook.
- **Microsoft Surface Book:** Examplify is not compatible with the detachable keyboards of Microsoft Surface Books. Surface Pro models are approved.
- **ARM Architecture** Our apps do not run on ARM CPUs. These are most often found in tablets or phones but can also be used in some newer architecture.

MINIMUM COMPUTER REQUIREMENTS

- High-Speed Internet Access (Spectrum, Verizon FIOS)[1]
- Operating System: 64-bit Windows 10 or 11, MAC OS 13 or higher
- 8GB RAM Memory
- 100 Gigabytes Hard Drive
- Web Browser: Google Chrome, Microsoft Edge
- Web Camera & Microphone
- Microsoft Office / Office 365[2]
- Supportive Software: Examplify

[1] Wireless access points (Wi-Fi) are provided by the College of Nursing on campus.

[2] St. Joseph's provides a free license to the online version of Office 365 but it is highly recommended you purchase a personal version that grants access to the downloadable desktop apps.

DOCUMENT CONTROL TRACKING FILE

Title: SJCON: Personal Laptop and Minimum Requirements Policy	

Standard: NIAHO:_____ CMS_____ ISO_____	

Document Owner: Dean for SJCON	Forms #:

Reviewed by the following:	
Technology Committee	Date: 2/18 2/19 1/20 6/20 7/21
Faculty/Staff Organization	Date: 1/20 6/20
Operations Council	Date: 7/22 7/23
Dean's Advisory	Date: 8/22 8/23 12/24
	Date:
	Date:

Administrative Approvals: Lenore L. Boris, PhD, JD, RN   Meredith Price, CPA, FHFMA Dean   Senior Vice President   Additional Approvals:

Education: Monthly policy/procedure update: 3/19 2/20 7/20 8/21 8/22 8/23 Additional:

Revisions: 2/19: No revisions 3/19: Policy placed online 7/19 editorial changes 1/20: Title changed from student computer purchasing guide to personal laptop and minimum requirements policy; added electronic testing component to the purpose. Redefined the personal laptop requirements. 6/20: Editorial changes; added requirement of web camera and microphone 7/21: Updated Incompatible Systems Specifications and Minimum Computer Requirements 8/22: Technical updates. 8/23: Updated Technical Specifications 12/24: Updated Technical Specifications

References:	
Original Date:	Reviewed/Revision Dates: 2/18 2/19 7/19 1/20 6/20 7/21 8/22 8/23 12/24