

# Information for Prospective and Admitted Students

## From the Office of Information Technology

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### **About Information Technology at Drake:**

The mission of the Office of Information Technology (OIT) is to provide the Drake community with the information technology leadership, services and support needed to achieve the University's goals.

The values of OIT staff include: customer focus and service, empowerment, open communication, and a commitment to quality in all that it does.

### **Acceptable Computer Use Policy for Students**

It is the intent of Drake University to provide a quality technological environment for the University community in which certain standards are observed. Use of University technology resources is a privilege and not a right. Therefore, the use of such resources is contingent upon compliance with University policies and standards and all governing federal, state and local laws and regulations. All Drake University students are responsible for reading, understanding and complying with these policies. The Acceptable Computer Use Policy for Students is posted at

<http://www.drake.edu/dos/handbook/appendices/appendixc.php>

### **Technology Services Provided and Supported:**

**Wired Network Access:** Drake has a 1 GB network backbone running throughout the campus, providing fast access to local and internet services.

Each student living in the residence halls is provided with a 100mb wired Ethernet connection.

**Wireless Network Access:** There is wireless internet access available on campus. Wireless internet access is available in: All Residence Halls, All Academic buildings, The Libraries, Olmsted Student Center and Spikes.

blueView Portal:	<p>The blueView portal provides single sign access to a host of information and services. Students can sign on and check their email, class schedule, grades, register for classes, access their Blackboard courses and view announcements.</p> <p>The portal can be accessed by going to <a href="https://blue.drake.edu">https://blue.drake.edu</a> . Students will receive their Drake ID and initial password at registration or orientation.</p>
Blackboard	<p>Blackboard is the online learning site used by many Drake classes. In some cases the entire class is taught through Blackboard. Other classes use Blackboard to enhance the in-class experience. Blackboard allows students to down load course materials, chat with fellow students, take tests, and check on grades, communicate easily with the instructor and fellow classmates, and has other options available to increase student learning.</p>
Email Accounts:	<p>All Drake students are issued email accounts before classes begin. Incoming student accounts are established in late spring. Students may view their email account login information through the MyDusis channel on blueView.</p>
Classroom Technology	<p>All classrooms on campus have wireless internet access. In addition a variety of classrooms are equipped with instructional technologies such as; computer projection, DVD players, and streaming audio and video.</p>
Free Software	<p>All students are eligible for free software, including the latest versions of Microsoft Office (Word, Excel, PowerPoint, and Access) for Macintosh or Windows, and Sophos antivirus. Software may be picked up at the Help Desk located in the lower level of Carnegie Hall.</p>
Discounts on Computers	<p>Student discounts are available from Dell Computer and Apple Computer. Log into blueView (<a href="https://blue.drake.edu">https://blue.drake.edu</a> ) and clicking on the support center tab, for the links to student discounts.</p>
Support Center	<p>The Support Center is staffed by students who understand the unique needs and problems of their fellow students. Assistance with general technology questions and in solving software and</p>

network problems is available. The student staff is backed up by a knowledgeable professional staff.

### Answers to Common Questions about Information Technology at Drake:

*What type of computer should you bring to campus?*

Laptop vs. Desktop



The vast majority of students bring laptop computers to campus. Desktops are still used by some students.

*Should I bring a Windows or Macintosh computer?*

There is no university policy requiring students to own a computer, however, students will find owning a computer to be beneficial throughout their educational experience at Drake. The vast majority of students bring laptop computers to campus, though desktops are still used by some students. We recommend that if you are planning to purchase a computer that you strongly consider Apple or Dell.

Drake has long standing relationships with both Apple and Dell and has worked with each to create configurations that will work well in the educational environment on Drake's campus.

Apple Computers	Dell Computers
<p>Apple Computers have consistently strong customer satisfaction. They come bundled with preinstalled creative software like iPhoto, iMovie and iTunes. Many of the faculty and staff especially in the schools of Journalism and Education use Apple computers.</p> <p>Student discounts are available. The student discount links are accessible by logging onto blueView.</p>	<p>Dell computers have a consistent strong customer satisfaction. The administrative offices at Drake use Dell computers as well as many of the faculty especially in the schools of Business and Public Administration, and Law.</p> <p>Student discounts are available. The student discount links are accessible by logging onto blueView.</p>

Personal preference plays an important role in the type of computer to bring to campus. Being comfortable and familiar with the computer is an important consideration.

Because all faculty use the Microsoft Office Suite (Word, Excel and PowerPoint), and the Microsoft Office Suite is available to all students, documents can be easily and seamlessly exchanged between the Windows and Macintosh platforms. Email and the Web are virtually the same on either platform.

*What do the Various Colleges Use?*

College of Arts and Sciences ----- Mostly Macintosh with some Windows-PCs.

College of Business and Public Administration ---- Strictly a Windows-PC environment.

College of Education----- Mostly Macintosh with some Windows-PCs.

College of Journalism and Mass Communication -- Mostly Macintosh with some Windows-PCs.

College of Law ----- Strictly a Windows-PC environment.

College of Pharmacy and Health Sciences ----- Split between Macintosh and Windows environment.

Drake University does not provide technical support for the use of computer platforms other than Macintosh and Windows, e.g., Linux is not supported.

*What are the minimum system recommendations?*

**Windows platform minimums:**

- 2.0 GHz Dual Core processor
- 1 GB of system memory
- 160 GB hard drive
- [CD](#) R/W or DVD R/W drive
- 3 yr warranty
- Additional hard drive space for music and video may be desirable

**Macintosh platform minimums:**

- 2.0 GHz processor
- 1GB memory
- 160GB hard drive
- Combo drive
- Apple Care 3 yr warranty
- Additional hard drive space for music and video may be desirable

*Do Drake Students get any discounts if the purchase a computer?*

Dell Computer offers discounts to students and they have worked with Drake to come up with recommended system that will work well on the Drake Campus. Details can be found by logging into blueView (<https://blue.drake.edu>) and clicking on the support center tab.

Apple Computer offers discounts to Drake students. Details can be found by logging into blueView (<https://blue.drake.edu>) and clicking on the support center tab.

## *What Software Do I Need?*

### **A Current Operating System**

For Windows this means Windows XP or Vista.

XP Pro or Vista Business is recommended though the Home versions will work.

For Macintosh this means OS 10.4x or higher.

### **MS Office**

2007 for Windows is available to all students at no charge.

Office 2008 for the Macintosh is available to all students at no charge.

### **Antivirus software**

An active and up-to-date antivirus software package is required before any computer will be allowed on the Drake Network. SOPHOS antivirus is available to all students when they arrive on campus, and runs on both the Macintosh and Windows platforms. If you choose to use another antivirus application make sure it is up-to-date and you are receiving regular updates from the manufacturer.

## *Should I bring a printer?*



There are no central printers available in the residence halls. It is recommended that students bring a simple inkjet printer or LaserJet printer. A low cost LaserJet printer will not print in color but the toner will last much longer than the inkjet cartridges.

## *What else should I bring?*

### **Flash drive**

Flash drives come in various sizes and are widely available. They are great for storing and transferring files.

## **Security lock**



It is recommended that students bring and use a security lock for their laptops. Locks are available at most computers and electronics stores.

## **Powerstrip/surge protector.**

A power strip with surge protection is recommended to protect your computer.

## **The original system CD's that came with your computer.**

The original system CD's will aid greatly if the computer develops software problems.

## *When will my Email account be activated?*

All Drake students are automatically issued a Drake email account. Drake email is the only email used by Drake to communicate to faculty, staff and students. All email communications between faculty and students is done via Drake email, all official Drake Communication is done via Drake email.

Students can obtain their email account login information in the MyDusis channel of blueView.

The email account information for accepted students should be posted in late Spring.

## *What should I do before arriving on campus?*

Your computer should be free of all viruses and spyware before arriving on campus. The Drake network will check all computers and prevent infected computers from registering on the network until the virus is removed. It is recommended that all Windows users create a restore point before arriving on campus. A restore point will aid greatly in the event of a software or system problem.

*Who to call for additional information or questions.*

You can contact Jim O'Brien, Manager of Desktop Services, or Jay Boomershine, Manager of the Support Center, for any other questions you may have concerning technology at Drake.

Jim O'Brien	Jay Boomershine
Manager of Desktop Services	Manager of the Support Center
Phone 515-271-3214	Phone 515-271-3971
Email <a href="mailto:james.obrien@drake.edu">james.obrien@drake.edu</a>	Email <a href="mailto:jay.boomershine@drake.edu">jay.boomershine@drake.edu</a>