

**Catawba College Information Technology**  
**Information About Student Personal Computers**

**For Academic Year 2020-2021**

*Last Revision Date: June 16, 2020*

<b>Item</b>	<b>Required</b>	<b>Recommended</b>
CPU (processing speed)	~2.0GHz	~2.5GHz or higher
Memory (RAM)	1 GB for Windows XP 2 GB for Windows Vista/7/8/10	2 GB for Windows XP 8 GB for Windows Vista/7/8/10
Microsoft Windows Operating System	Windows XP or Vista or 7 or 8 or 10	Windows 10
Apple Operating System (OS)	Mac OS X 10.5 or higher	
Laptop vs. Tablet vs. Desktop		A laptop or tablet PC is recommended over a desktop because of their mobility
Network Connectivity	Laptop/tablet PC with 802.11a/b/g/n wireless network card to connect to the campus wireless network  Resident students are required to use the secure <b>catuskynet2</b> wireless network which does 802.1x authentication and WPA2 encryption. Visit <a href="https://catnetconnect.catawba.edu">https://catnetconnect.catawba.edu</a> for assistance connecting.  Gaming consoles can be registered to operate on the wired network. Visit <a href="https://catnetconnect.catawba.edu">https://catnetconnect.catawba.edu</a> for details.	Wireless 802.11ac with support for both 2.4GHz and 5GHz; Ethernet card and cable to connect to the wired network in the residence halls  Commuting students are allowed to connect to the open and unencrypted guest wireless network <b>CatawbaGuest</b> , but connecting to the more secure <b>catuskynet2</b> is highly recommended
Webcam, speakers, and microphone	A laptop with integrated webcam, speakers and microphone makes it easy to participate in web-based videoconferences (e.g. Blackboard Collaborate, Office365 Teams, Zoom) used in online/hybrid learning and to facilitate virtual meetings.	A USB external webcam, microphone, or combination unit can provide more flexibility, quality, and range than typically provided by integrated laptop functionality
Hard Drive	160GB minimum	500GB; solid state drive for performance
Media Drive		combination drive that can read and write CDs and DVDs
Graphics card		DirectX 9.0 compatible graphics card
Video memory		At least 256 MB
USB 2.0 ports		At least 2
USB thumb drive (aka flash drive)		At least 256 GB
Vendor warranty		4-year warranty
Personal productivity software		Microsoft Office Professional software suite, free to Catawba students. See the <b>OFFICE</b> channel on the <b>Technology</b> tab of CatLink for details.
Email address and software	Catawba College provides all students with an @catawba.edu email address and 50GB of email storage accessed via Microsoft Outlook Web Access, active synch compatible smartphones, or Outlook on the PC.	Check your Catawba email often as it is an important official communication channel for the College. If you have another email address you check more frequently, use the 'Change Email Forward' link on the <b>USER INFORMATION</b> channel on the <b>Home</b> tab of CatLink to forward your Catawba email to this email address.

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Personal firewall software		IT recommends that <b><i>all students with Windows computers</i></b> turn on the Windows firewall.
Virus and spyware protection software	All students are required to have current virus protection software if they are connecting to the network (wireless or wired), but the software is not provided by Catawba College.	
Network-based file storage	All current students are allocated 100MB of personal storage space on the H: network drive. This network drive is backed up several times per week. Network drive space can be accessed from a personally-owned computer using an FTP client or by logging into the Novell network from any Catawba College computer. Additionally, 1 TB (terabyte) of web-based storage is available through the OneDrive for Business functionality of Catawba's email system which is hosted by Microsoft Office 365.	If the file is important, always keep a copy on another media (USB/CD/DVD) in addition to a copy on the network or web.
Backing up your PC hard drive		Regularly backup your hard drive files to another storage medium. Hard drives fail. Files get accidentally deleted. Operating systems can get so corrupted that the hard drive needs to be rebuilt. To recover, you must have a good backup of your files from which to restore.
Printing	<p>Students are not required to bring a printer to campus. There are Canon multi-function devices for printing, copying, and scanning in campus computer labs and across campus. From their personal computing device or smartphone, students log into their Catawba email and send the document(s) they wish to print to email address <a href="mailto:print@catawba.edu">print@catawba.edu</a>. Logged into a campus computer in a lab, students may also send files to be printed from their H: drive, Catawba OneDrive, or from an external storage medium (e.g. USB thumb-drive).</p> <p>The print documents go to the campus-wide print queue named <b><i>secureprint</i></b>. To release documents from the queue to print, students log into any student-accessible Canon device by tapping their Catawba ONE Card OR by typing in their Catawba username and password, and select the document(s) they wish to print.</p> <p>Students are given \$45 of print/copy quota every semester and may check their quota in CatLink (<b>My Account</b> tab, <b>QUOTAS</b> channel). Students running low on quota may click the <b>Add</b> link next to their CatLink quota information to add funds. The charge is automatically posted to the student's Business Office account. Black and white print/copy costs \$0.10/page; color or 11 by 17 print/copy costs \$0.20/page; there is no charge for scanning;</p>	For convenience, resident students may elect to bring a personal printer to their dorm room. Be sure to connect the printer to your computer via USB cable. Wireless printers are NOT SUPPORTED on the campus wireless network.

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<p>Internet Service Provider (ISP)</p>	<p>Catawba College acts as your Internet Service Provider while on-campus provided that you are willing to conform to the <b>Acceptable Usage Policy for Computing and Network Resources</b> found at <a href="https://catnetconnect.catawba.edu/aup/">https://catnetconnect.catawba.edu/aup/</a>, and provided that your personal computing device conforms to the requirements noted in this document.</p> <p>Catawba College provides general-purpose fully-equipped computer labs on campus for students without access to their own computer, software, and/or internet access.</p> <ul style="list-style-type: none"> <li>• The Hedrick Administration building houses one lab in room 228. There are 25 Windows 10 stations available from 8 a.m. – 5 p.m., Monday – Friday, except during scheduled class times. A Canon color printer/copier/scanner is available.</li> <li>• The Corriher-Linn-Black Library has computers on the mezzanine level available for campus and community use. Several wireless laptops are available for checkout through the library circulation desk. Additionally, 29 SurfaceBook Windows 10 laptops are located in the computer lab on the main floor, and are available for campus use when the lab is not being used for training. Two Canon color printer/copier/scanners are available. The hours for these facilities are the same as the library hours.</li> <li>• To provide students with 24 by 7 access to technology, a laptop kiosk outfitted with 12 Windows 10 laptops is located in the Cannon Student Center near the bookstore. Students with a valid Catawba id card can check out a laptop for up to 4 hours. A Canon color printer/copier/scanner is also located in this same area. If you are unable to gain access to the Student Center after-hours using your Catawba id card, contact Public Safety.</li> <li>• Each computer is equipped with a full suite of software, including Microsoft Office (Word, Excel, PowerPoint, Access), Project, Visio, Visual Studio.NET, SPSS/SAS, and Adobe Creative Suite Design Premium (Acrobat, Photoshop, Illustrator, and more).</li> <li>• Many departments have labs with discipline-specific hardware and software, such as the Digital Media/Theatre Arts* lab in Ketner 210, the Sciences lab in Shuford 301, and the GIS lab* in Center for the Environment 208. The * labs have a Canon color printer/copier/scanner available.</li> <li>• <b>Please note that during COVID-19 restrictions, the number of computers in a given space may be reduced and/or access may be restricted. The laptop kiosk may be shut down and laptop checkout functionality may be moved to the library circulation desk.</b></li> </ul>	<p>Off-campus you will need an Internet Service Provider (other than Catawba College) to connect to the internet.</p> <p>If you do not wish to conform to the requirements for connecting to the Catawba College network, or you have devices that cannot conform to these requirements, students can elect to purchase WIRED internet service from a local internet service provider. Do not purchase wireless connectivity from any internet service provider, as it will not be compatible with the wireless network already in place at Catawba College.</p> <p>Note that mobile hotspots are prohibited, as is installation of personal wireless access points/routers, due to interference with the campus wi-fi network.</p>

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**TECHNOLOGY PURCHASING DISCOUNTS FOR CATAWBA COLLEGE STUDENTS**

Catawba College students can purchase many **software products at a steep discount** through the reseller Catawba College uses for many campus software agreements. Click the VarsityBuys link on this webpage for details:

<http://catawba.edu/about/offices/information-technology-it/purchasing/>

Note that the Microsoft Office Professional suite of products is free to Catawba students. See the **OFFICE** channel on the **Technology** tab of CatLink for details, or this webpage:

<http://catawba.edu/about/offices/information-technology-it/techinfo/techinfo-new/>