

# UNIVERSITY OF SOUTH ALABAMA

## College of Engineering

### Laptop Ownership Policy

All students enrolling in any undergraduate program offered by the College of Engineering are required to own a personal laptop computer system that conforms to the current School minimum published standards at the time indicated in the curriculum flowchart for each department. This is a one-student one-machine requirement.

#### I. Purpose

The purpose of the laptop policy is to assure that all students in the College of Engineering have adequate access to computing resources.

#### II. Hardware Requirements

The following are minimum specifications for the laptop computer a student should purchase. The estimated initial cost for this computer is in the \$500.00 to \$1,000.00 range. Many suitable brands are available. Carefully consider service and support options as **laptop maintenance is the responsibility of the student**. You may optionally pay extra for a service plan which will replace or repair your laptop the next day instead of weeks. This is highly recommended.

<b>Processor:</b>	Dual- or higher-core processor 2 GHz or higher speed
<b>Hard Drive:</b>	300 GB or greater
<b>DVD ROM:</b>	DVD-RW recommended
<b>RAM:</b>	3 GB or greater
<b>Network:</b>	Wired Ethernet 10/100BaseT required. Wireless 802.11B/G required, (built-in or via PC Card adapter.) <i>The College of Engineering has a wireless 802.11B and G network.</i>
<b>Cabling:</b>	Ethernet patch cables
<b>Case:</b>	Carrying case to protect the laptop

These are minimum specifications. Students may wish to add other equipment to their system. One obvious addition should be a laptop case. A **“USB key” drive** as an alternate means of moving large files can be very useful too. Other options include a printer, or an external USB hard drive.

Many locations on the campus are equipped with "wet ports" for student use. Our labs include an AC power outlet and Ethernet 10/100BaseT connector.

### **SPECIAL PRICING ON TOSHIBA LAPTOPS**

GovConnection, a premier partner of IT Solutions for Government and Education, has partnered with TOSHIBA and the USA Bookstore to offer special pricing on laptop computers and a tablet PC.

### **III. Software Requirements**

Software requirements can be divided into two major areas: general productivity and course specific. If you own a laptop with a non-Windows operating system, please consult your faculty advisor for information on alternative productivity software and course-specific compatibility.

**The Mac OS does not support Windows based software. If you plan to use Windows programs on a Mac computer you will need additional software to accomplish this task. The Mac OS has a program called Boot Camp designed for this purpose. Or you can purchase a program called Parallels that works well for this application. The setting up of this software is the responsibility of the computer owner. University staff or personnel will not install this software.**

#### **General Productivity:**

- Microsoft Windows 7
- Microsoft Office Suite (Word, Excel, Access, PowerPoint) *Academic-pricing is available.*
- World Wide Web browser (Internet Explorer, Mozilla Firefox, Google Chrome)
- Anti-Virus (Norton, McAfee, AVG, etc.)

*Students using alternate open source tools such as Linux or OpenOffice are still responsible for courses that require use of specific Microsoft applications.*

#### **Course Specific:**

Each engineering department will require course specific / department specific software. As students move through our curriculum, some classes may require additional course specific software. This software will be readily available through the USA Bookstore or other sources.

#### **Other Sources:**

Some programs are available through the specific college department if licensing provides for classroom and instructional use. Other software may be available for evaluation used through individual software companies or through such agencies as the Microsoft Academic Alliance program.

### **IV. Ownership Program**

#### **What to Expect:**

Some professors will indicate when you should bring your computer to class for activities. Students may choose to use their computer to take notes in appropriate situations.

Use of the computer is mandatory in labs. Many activities have been designed to facilitate learning by working through problems using the tools of the class. The lab assistant will provide guidance and assistance through these activities.

Some professors may require use of the computer during testing and examinations. It is your responsibility to come to class with your computer prepared to participate as required.

### **Academic Misconduct:**

The use of computing technology makes cheating "easier." Some might be tempted to copy work from one student to another. This is academic misconduct or cheating and not tolerated. Copying material from other sources such as the library and the Web and submitting it as your own is also misconduct. Each class outlines the cheating policy for the course. In general, cheating will result in failure in the class for all involved parties.

### **Copying Software:**

The University and School policy is clear and enforced. We adhere to all copyright laws for all software. Students must have valid versions of the software on their machines. Violation of this policy may lead to disciplinary or legal action. Students are encouraged to read and understand the *University Student Computer Policy* as outlined in the current **Lowdown**.

## **V. Financial**

The actual cost of the computer you purchase will depend upon what and when you buy. The prices of computers and software change rapidly. As a new student you must have your computer before you start classes.

### **Financial Aid:**

Meet with a counselor in Financial Aid to discuss your options.

### **Student Loans:**

Meet with a counselor in Financial Aid to discuss your options.

### **University Credit Union:**

The University Credit Union will make loans for computer purchases upon credit approval. Contact the University Credit Union for current plans and rates.

### **Vendor Credit:**

Many computer vendors offer lease and credit terms when purchasing their equipment. Contact your vendor directly for more information.

### **Other Sources:**

Don't overlook your "home town" bank as a source for personal loans.

## **VI. Important Numbers & Addresses**

### ***Campus Bookstore***

Website: <https://www.southalabama.edu/departments/bookstore/>

Email:

Phone: (251) 460-7012

***Financial Office***

Website: <http://www.southalabama.edu/departments/finaid/>

Email: [finaid@southalabama.edu](mailto:finaid@southalabama.edu)

Phone: (251) 460-6231

Hours: Monday - Friday 8:00 a.m. - 5:00 p.m. (Wednesdays - open at 8:30 a.m.)

***University Credit Union***

Website: <http://www.southalabama.edu/departments/usafedcu/>

Email: [USAFUCU@usa-fcu.com](mailto:USAFUCU@usa-fcu.com)

Phone: (251) 706-0255

Fax: (251) 706-0299

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