

Section 1: What stuff do I really have to read? Start here

Hardware and Software Minimum Requirements

In order to successfully run the required software for an on-line class, your computer needs to meet or exceed the following requirements:

Hardware:

Minimum of a Pentium IIz but recommend a Pentium III or better

64MB of RAM (memory) or more

56k baud modem or better

Software:

Windows 98 or better

The software to complete the course you are taking. For example, for BUSN-190, you will need to own MS Word. The college does

NOT provide software.

Recommended Hardware and Software

256 mg of RAM

56 k Baud modem

Pentium IV 1.6 GHz

Windows XP SP@ (service pack 2

If your computer does not meet the above listed minimum specifications, you may use one of the open computer labs on Mott's campus, in CM1135, MMB2113, or RTC2604. A student ID card and current schedule is required for entrance to the lab.

Please be aware that all of the Student systems (dial-up, e-mail, Blackboard, etc.) are only available to students during the actual semester dates. This means that during the semester breaks any or all of the systems may be unavailable or taken down for maintenance.

Consult the web for current semester calendar.

What Does It Take To Be A Successful On-line Student?

You need **4** things:

1. An e-mail address and some way of reading your e-mail. You can use Hotmail, Yahoo Mail, or any other type of free e-mail. If you don't already have an e-mail address, Mott provides every student one for free – reference the section titled ***How Do I Get My Mott Student E-Mail Account*** and ***Reading Your E-Mail with WEBMAIL*** in this booklet.
2. An Internet Service Provider (ISP), such as AOL, USOL, Earthlink, etc. If you don't already have one, Mott provides this service for you – reference the section titled ***Dial-up Using MCC Connect*** in this booklet.

3. A Web Browser, such as Internet Explorer or Firefox.
4. A **Blackboard** user account. This is where you access your course materials. Reference the section titled *Using Blackboard* in this booklet.

Please be sure to reference the following sections of this guide:

- How Do I get My Mott Student E-mail Account (page 6)
- Reading Your E-mail with WEBMAIL (page 8)
- Using Blackboard (page 21)
- Dial-up using MCC Connect (page 12)

Open Entry/Open Exit

Open Entry/Open Exit courses are classes delivered in a modular format and meet in the OE lab (RTC 2110). Most of these courses host their learning materials in Blackboard, but are not campus-free courses. To use Blackboard, you are given a Mott student e-mail account, via the Esweb server. You will also use the AIM software to establish a learning contract with your instructor and to track your attendance in the lab.

Please be sure to reference the following sections of this guide:

- How Do I get My Mott Student E-mail Account (page 6)
- Reading Your E-mail with WEBMAIL (page 8)
- Using Blackboard (page 21)
- Using AIM for Your OEOE Course (page 25)

Campus Courses

Many of the campus courses are beginning to use Blackboard as a supplement to their regular campus courses. Blackboard is an on-line course management system, offering a discussion board area and a grade book feature. To use Blackboard, you are given a Mott student e-mail account.

Please be sure to reference the following sections of this guide:

- How Do I get My Mott Student E-mail Account (page 6)
- Reading Your E-mail with WEBMAIL (page 8)
- Using Blackboard (page 21)
- Main Campus Open Computer Lab Information (page 33)