



## Technology Requirements

The Occupational Therapy program provides distance education in select courses of the Professional Entry program, as well as all courses in the Post-Professional program. Distance delivered courses and course materials are accessed through Mount Mary University's password protected Learning Management System, Canvas. The following technology requirements and competencies are required to readily access the learning resources and complete course work:

- Access to desktop or laptop computer (PC-based system) with Windows 7 or newer operating system (If using a Mac, please work with Mount Mary's IT department to obtain trouble-shooting related to Mac-specific operating systems and software). Tablets can be used for some class functions.
- The following must be installed on your device:
  - Microsoft Office 2019 or more recent (including Word, Excel, and PowerPoint).
  - Adobe Acrobat Reader or comparable PDF reader program
  - Web camera
- Ability to send and receive emails, upload and download documents (.pdf and .docx files)
- Ability to independently use a search engine (such as Google) to locate information and websites on the Internet. Ability to click on links to navigate websites.
- Ability to use a word processing program (Microsoft Word or Mac Pages) to create documents and format documents (e.g. font, margins, spelling, grammar).
- Ability to create slide presentations using Microsoft PowerPoint or Mac Keynote.
- Access to the Internet
- Word processing skills

Internet courses have definite advantages and disadvantages that impact a student's approach to learning. The biggest advantage is that students may complete most work at any time of day or night. Students may also complete work from any location that has Internet access. From a learning standpoint, a definite advantage is that every student gets an equal opportunity to contribute to discussions.

The biggest disadvantage is that students work independently to complete assignments. Students need to be self-directed and take initiative to ask questions and collaborate with others. Some students may prefer to enter the program with a learning partner. Students who do not have basic keyboarding skills or ability to access the Internet, will need to plan additional time to acquire these skills.

### MMU Tech Support Options

Sometimes it can be hard to decide who to contact with a problem. Often your professor can help to triage the problem and get an idea about where/who to contact for help with the problem for solutions. Your professor will then help direct you to suitable resources. The MMU IT HelpDesk is available at [mmu-helpdesk@mtmary.edu](mailto:mmu-helpdesk@mtmary.edu) or by phone at (414) 930-3048.