

Technical Requirements

Recommended system requirements for access to the online courses of the certificate are as follows.

	For PC	For MAC
Browsers	Internet Explorer 6.0, Firefox, Netscape 7.1 and newer	Firefox
Hard Drive	10-20 GB of free space available on hard drive	10-20 GB of free space available on hard drive
Internet Connection	Broadband (Cable, DSL, Wireless Ethernet)	Broadband (Cable, DSL, Wireless Ethernet)
Memory	512 MB RAM or more	512 MB RAM or more
Mouse/Keyboard	Any compatible type	Any compatible type
Operating System	Windows XP Service Pack 2 or newer	Macintosh OS X 10.3.x or newer
Optical Drive	CD-R and DVD-RW	CD-R and DVD-R
Processor	Pentium 4 2.0 GHz or newer* (e.g. Pentium D, Pentium Extreme, Intel Core, Intel Core2Duo, Intel Core2Quad) or equivalent AMD Athlon, 2.0 GHz or newer	1.5 GHz PowerPC G4 or newer* (e.g. PowerPC G5) for PowerPC based systems, 1.83 GHz Core/Core2 Duo or newer for Intel based systems
Software	Microsoft Office 2003 or 2007 or newer	Microsoft Office 2004 or newer
Sound card	Any compatible type	Any compatible type
Speakers/Headset with Microphone	Any compatible type	Any compatible type
Scanner	Recommended Scanner: CanoScan LiDE 90	Scanner with software to support creation of multi-page PDFs
Anti-Virus	Up-to-date Anti-virus protection	Up-to-date Anti-virus protection
Computer Skills	Basic computer operation, Internet and E-mail Skills**	Basic computer operation, Internet and E-mail Skills**
E-mail	Ability to access e-mail	Ability to access e-mail
Miscellaneous	Adobe Acrobat Reader, Flash, Java, QuickTime, RealPlayer, Windows Media Player	Adobe Acrobat Reader, Flash, Java, QuickTime, RealPlayer, Windows Media Player

*Recommended

**Computer Skills:

Students must understand basic computer and Internet usage, including keyboard, mouse, DVD/CD player, and printer.

Computer Operation:

1. Create folders/directories
2. Find, copy, move, rename and delete files
3. Run and switch between multiple programs
4. Create backup files
5. Download and install programs

Use a word processing program to:

1. Create, format, edit, spell check, save, print and retrieve a document
2. Cut, copy and paste information within and between documents
3. Save a word processing document in text or RTF format

Internet:

1. Access the Internet via broadband (DSL, cable, or a network interface)
2. Locate a specific website (typing in URL in the address bar)
3. Follow a hyperlink

Configure and use a Web browser to:

1. Open, print and/or save Web pages to a local disk drive
2. Open and save Adobe Acrobat files (PDF files)
3. Create, maintain and manage a list of Web pages (Favorites/Bookmarks)
4. Copy bookmark/favorites/URLs/hyperlinks to a word processor
5. Use a search engine's basic features to find information on the Web

Use an E-mail program to:

1. Send, receive, store and retrieve messages
2. Send, receive and open file attachments

Downloads

- [Internet Explorer upgrades](#)
- [Netscape upgrades](#)
- [Firefox](#)
- [Java](#)
- [RealPlayer](#)
- [Adobe Acrobat](#)
- [Flash](#)
- [Windows Media Player for Windows](#)
- [Windows Media Player for Mac](#)