FOUNDRY COLLEGE

Personal Technology Requirements

This document provides an outline of the personal technology requirements and specifications that are needed in order to take classes at Foundry College. It also includes some best practices for an optimized technology experience.

Foundry College reserves the right to regularly update this document. The date of the latest update is included in the footer.

Technical Specifications for Computers

The Foundry College learning platform, known as "The Forge," is designed to work with most standard computers. While each computer is different, generally speaking it is recommended that you have a computer that:

- Has at least 4GB of memory for a Mac or at least 8GB of memory for a PC
- Is no more than 7 or 8 years old (2013 or newer)
- Can easily run video conferencing programs (such as Zoom)

Other Equipment Requirements

To participate in Foundry College classes, you <u>must</u> have the following equipment to take classes:

- **A computer with a built-in or external web camera -** All Foundry College classes take place online in a live, dynamic environment where you can interact directly with your professor and the other students. For this reason, students must have a computer with a built-in or external web camera. It is important that all students keep their cameras turned on at all times during class, so you can both see your classmates and professors—and so that they can see you.

- **Headphones -** In order to create a positive learning environment for all students, we require that students use headphones with a microphone during class. Using headphones with a microphone will reduce audio feedback that might cause disruptions during group activities and class time. This will help ensure that you can hear clearly during class and that you can be heard without extraneous background noises.

Email and Internet Requirements

To participate in Foundry College classes, you will need to ensure you are using the following:

- **A Gmail account -** All students must have a Gmail email address in order to access the Forge and GSuite documents available on our Foundry College Student Drive, which are used during classes and for the pre-class orientation week sessions.

- **The latest version of your preferred browser -** Foundry College uses a platform that requires a web browser to connect to the internet and take classes on the Forge platform. To ensure the best performance, check that your browser is completely up to date. The compatibility of your browser will vary depending on the specifications of your computer. You can check your browser and computer compatibility here.

  We recommend using Google Chrome or Mozilla Firefox, but feel free to use what works best for you. You can download the latest version of either browser for free via the following links:
    - Google Chrome: https://www.google.com/chrome and click "Download Chrome."
    - Mozilla Firefox: https://www.mozilla.org/en-US/firefox/new/ and click "Download Now."

- **High-speed internet access -** We recommend that you take classes from a location with regular high-speed Internet access, ideally from your own home. You should have an internet speed of at least 15 mbps download and 5 mbps upload to ensure that online classes are streamed without technical issues.

  To perform an internet speed test, please type "speed test" in a Google search bar and click the button that says "Run Speed Test."

  Using the internet at a local library or coffee shop is not recommended because there may be interruptions and internet download speeds will vary based on the number of devices online.

Technology Best Practices

To ensure the best possible online experience during live classes, please ensure the following:

- **Restart your computer prior to each class -** close down all previously opened windows and tabs and restart your computer before each class.

- **Open your browser prior to each class -** if you typically keep browser windows open, close them down and restart your browser prior to each class.

- **Keep open browser windows and tabs to a minimum -** close all windows and tabs that are not relevant to your classes while taking each class.

- **Log in to your Google account prior to class -** before you enter the classroom, be sure to open another tab and log in to your Google account there, so that you will have access to all the breakout activity documents.