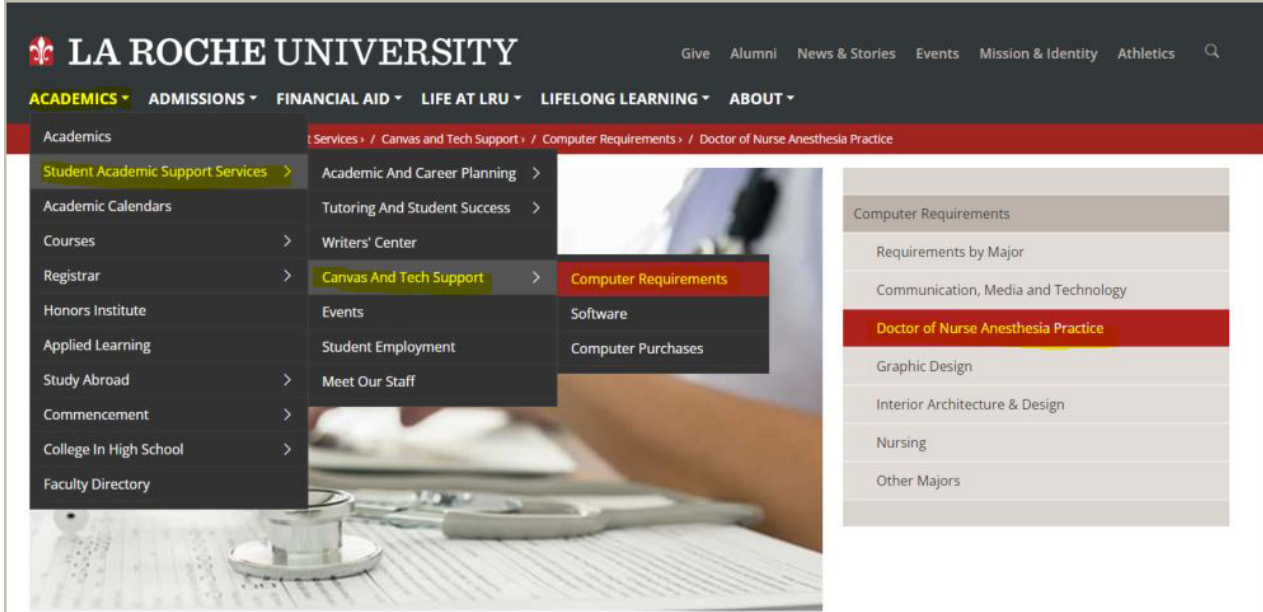# Computer Information for DNAP Students

Laptop

All DNAP students are required to have a laptop that runs Windows. The laptop requirements can be found on the La Roche University website under "Academics" (as shown in the screenshot below).

Network and Email Account

As a La Roche student you will be assigned both a network account and an email account. You will use your network account to access La Roche's online resources including Canvas, my.laroche.edu, La Roche's intranet and the wireless network when you are on campus. Your network username and password <u>and</u> your student email account will be sent to your personal email address shortly after your enrollment in the program is complete. When you get your network account, the email will also contain instructions for you to change your password; when you do this the first time, you will be asked to setup security questions and to accept the network terms and conditions for acceptable use. **Please be sure to change your password before your residency begins**.

You will need administrator rights on your computer to install or update software:

Office 365

A subscription to Office 365 is included with your email account. You must activate your network account before you can use Office 365. To install the Office 365 software, go to https://portal.office.com and sign in using your La Roche email address and your network password. The first time you access office.com you will be prompted to setup Duo security. You can choose to use either the Duo Mobile app or text messages, although we recommend the Duo Mobile smartphone app instead of text messages. Duo Mobile app takes a few minutes to setup, but in the long run it is easier, faster, and more secure than using text message codes. **Instructions for setting up Duo can be found at this link:**
https://intranet.laroche.edu/www/security/MFA_instructions_Duo.pdf.

Once you are signed in at https://portal.office.com , look in the upper right corner of the screen and click "Install and more" then click "Install Microsoft 365 apps". Please install Office 365 at your earliest convenience prior to starting your residency.

Other Software

Some additional free software that you will find helpful includes Adobe Acrobat Reader, Firefox and Chrome browsers, and Mendeley. If any of these software packages are not already on your computer, please download and install them prior to coming to campus. You will need administrator rights on your computer in order to install any software. When you go to any of these web sites and click the download/install button, the software will download in your browser as a ".exe" file. Depending on your computer, you might have to save the downloaded file to your desktop, then double-click on it to run the setup and installation. Following are the links and general instructions for each package:

1. **Adobe Reader**

   https://get.adobe.com/reader/

   Remove the check marks from the optional offers, then click "Download Acrobat Reader". Open your Downloads folder and double-click the .exe file to install Acrobat Reader.

2. **Firefox**

   https://www.mozilla.org/

   Click "Download Firefox" in the upper right corner. Follow the instructions on the screen.

3. **Chrome**

   https://www.google.com/chrome/browser

   Click "Download here". Follow the instructions on the screen.

4. **Mendeley**

   https://www.mendeley.com/download-mendeley-desktop/

   Click "Download now for Windows", then follow the instructions on the screen.

If you have trouble installing any of these recommended software programs, please contact the La Roche Student Help Desk at (412) 847-2300.