















3	<p>USB Keyboard</p>  <p><i>Note: if not part of laptop – a separate keyboard provides greater ease for typing, navigating programs etc.</i></p>	<input type="checkbox"/>
4	<p>USB Mouse</p>  <p><i>Note: if not already part of a laptop – a separate USB mouse provides greater ease in navigation, moving around the page faster etc.</i></p>	<input type="checkbox"/>
5	<p>USB Speakers</p>  <p><i>Note: if not already part of a laptop – a set of USB speakers allow for audio and video from videos, websites, learning resources etc.</i></p> <p><i>However, we strongly recommend a USB headset with integrated microphone for any BlueJeans courses and classes – for significantly improved audio quality over separate speakers and a microphone.</i></p>	<input type="checkbox"/>
6	<p>USB Microphone</p>  <p><i>Note: if not already part of laptop or web cam, a separate USB microphone allows for creation of videos, audio clips and successful participate in BlueJeans classes and meetings</i></p> <p>OR</p> <p>USB Headset with Integrated Microphone</p>  <p>This combination is recommended for all digital courses making use of the BlueJeans web conferencing platform, regardless of using a laptop or desktop computer. A USB headset with microphone will provide the best sound quality. See website with recommendations from BlueJeans.</p> <p><i>Note: The mics used with ear buds often do not work well as you can hear ‘scraping’ noises when the mic rubs on clothing. This results in distracting noises for others on the video conferencing call.</i></p>	<input type="checkbox"/>
7	<p>USB Web Camera</p>  <p><i>Note: if not already part of laptop – to allow for creation of videos, been seen on BlueJeans calls and other group and class learning experiences along with more flexibility in placing camera in another location for optimal video.</i></p> <ul style="list-style-type: none"> • Almost all negative (integrated) webcams are compatible with BlueJeans platform. • External cameras that have been tested with BlueJeans are as follows: Logitech C920, C930e etc. and Microsoft LifeCam series (Reference) 	<input type="checkbox"/>
8	<p>Optional: Printer</p>  <p>For printing documents, tests, and handouts etc.</p>	<input type="checkbox"/>
9	<p>Optional: Second Monitor</p>  <p>For ease in working on documents when on video conference calls, working on multiple projects and activities etc.</p>	<input type="checkbox"/>

Software and Apps

We recommend the following applications for learning success at North Island College in the School of Business. It is advised you download and install the following software and apps before you begin your studies.

	Description		✓
1	<p>Web Browsers</p> <ul style="list-style-type: none"> Recommend for PC: Chrome or Firefox 		<input type="checkbox"/>
2	<p>Microsoft Office 365 Software Suite</p> <ul style="list-style-type: none"> Microsoft Word, Excel, PowerPoint, Access etc. (for assignments, homework) Free download and use for NIC students: https://library.nic.bc.ca/studenttech/office 		<input type="checkbox"/>
3	<p>Scanning Documents App</p> <ul style="list-style-type: none"> Microsoft Lens – Free PDF Scanner App (Android iOS Apple) - More Info on Use Other Options: Adobe Scan – PDF and JPG (Android iOS Apple), CamScanner – PDF (iOS Apple, Android), Scanner Pro – PDF (iOS Apple), Genius Scan – JPG and PDF (Android) 		<input type="checkbox"/>
4	<p>Adobe Acrobat DC Software</p> <ul style="list-style-type: none"> Save scanned files to PDF, stitch many images into one file Free download and use for NIC students: https://library.nic.bc.ca/studenttech/OnlineClassTools 		<input type="checkbox"/>
5	<p>BlueJeans App</p> <ul style="list-style-type: none"> For optimal engagement experiences on BlueJeans video conferencing software Free download and use: https://www.bluejeans.com/downloads 		<input type="checkbox"/>
6	<p>Blackboard App</p> <ul style="list-style-type: none"> For mobile devices (for checking due dates, grades, and messages) Free download from: https://library.nic.bc.ca/studenttech/Apps (see tab at top of page) 		<input type="checkbox"/>
7	<p>NIC App</p> <ul style="list-style-type: none"> For mobile devices (for staying connect with course schedules, pay tuition, course grades, registration etc.) Free download from: https://library.nic.bc.ca/studenttech/Apps (see tab at top of page) 		<input type="checkbox"/>
8	<p>Other Software</p> <p>Other School of Business software will be shared with you in your first class</p>		<input type="checkbox"/>

Student Technical Services: Access Testing

We recommend you can access and view these pages related to NIC's Student Technical Services team. These are the key support pages and resources will want to have ready when you have a technology question!

Component	Description	✓
Locate Home Page	<ul style="list-style-type: none"> ▪ https://library.nic.bc.ca/studenttech/home ▪ This is the home page that includes a calendar of Blackboard Drop-In Sessions for asking questions, learning new features and functions, and gaining more comfort with the learning platform! 	<input type="checkbox"/>
Locate Ask a Question Page	<ul style="list-style-type: none"> ▪ https://library.nic.bc.ca/studenttech/question ▪ This is the page where you can ask questions! 	<input type="checkbox"/>
Locate Microsoft Office 365 Download Page	<ul style="list-style-type: none"> ▪ https://library.nic.bc.ca/studenttech/office ▪ This is the page you can download free Office 365 software! 	<input type="checkbox"/>
Locate Adobe Acrobat Download Page	<ul style="list-style-type: none"> ▪ https://library.nic.bc.ca/studenttech/OnlineClassTools ▪ This is the page (select Adobe Acrobat tab) to download your free Adobe Acrobat DC software! 	<input type="checkbox"/>

MyNIC: Student Portal Testing

We recommend you test that you can log in, navigate, and undertake key activities in MyNIC student portal.

Component	Description	✓
Locate link	<ul style="list-style-type: none"> ▪ https://www.nic.bc.ca/life-at-nic/mynic/ Direct Login OR ▪ NIC Home Page- Top Right Corner 	<input type="checkbox"/>
Successfully log in	Can successfully log in with your NIC credentials <ul style="list-style-type: none"> ▪ https://library.nic.bc.ca/studenttech/myNIC - See Login Info 	<input type="checkbox"/>
Find links for Blackboard Learn courses	Can successfully see your Blackboard Learn courses and can click on links to directly access	<input type="checkbox"/>
Access webmail	Can successfully find and access your email within MyNIC	<input type="checkbox"/>
Use MyNIC to see my financial information	Can find your financial information including receipts, charges on account and tax information	<input type="checkbox"/>
Find key dates	Can find key dates and important details about deadlines and due dates for being a student at NIC	<input type="checkbox"/>
Change mailing address	Can locate the area in MyNIC where you can change your mailing address	<input type="checkbox"/>

Important NIC Bookmarks

We recommend the following bookmarks for easy access to North Island College Learning tools and sites.

	Description	✓
1	North Island College Website <ul style="list-style-type: none"> ▪ https://www.nic.bc.ca/ 	<input type="checkbox"/>
2	Key Dates <ul style="list-style-type: none"> ▪ https://www.nic.bc.ca/admissions/key-dates/academic-schedules-deadlines/ 	<input type="checkbox"/>
3	Life at NIC <ul style="list-style-type: none"> ▪ https://www.nic.bc.ca/life-at-nic/ - Home Page ▪ https://www.nic.bc.ca/life-at-nic/nic-news/news/ - News 	<input type="checkbox"/>
4	NIC Student Technical Services Website – supporting students with technology questions <ul style="list-style-type: none"> ▪ https://library.nic.bc.ca/studenttech/home - Home Page ▪ https://library.nic.bc.ca/studenttech/question - Ask a Question 	<input type="checkbox"/>
5	NIC Library and Learning Commons <ul style="list-style-type: none"> ▪ https://www.nic.bc.ca/life-at-nic/library-learning-commons/ - Home Page ▪ https://library.nic.bc.ca/home - Library Home 	<input type="checkbox"/>
6	NIC Student Services <ul style="list-style-type: none"> ▪ https://www.nic.bc.ca/student-services/ - Home Page ▪ https://www.nic.bc.ca/student-services/key-dates/ - Key Dates ▪ https://www.nic.bc.ca/student-services/registration/ - Registration 	<input type="checkbox"/>
7	MyNIC – self-service student portal to all NIC services <ul style="list-style-type: none"> ▪ Direct Login https://www.nic.bc.ca/life-at-nic/mynic/ ▪ NIC Website Home Page- Top Right Corner https://www.nic.bc.ca/ 	<input type="checkbox"/>
8	NIC Blackboard Learn – course learning management system <ul style="list-style-type: none"> ▪ Within MyNIC student portal ▪ Direct Login Page https://learn.nic.bc.ca/ ▪ NIC Home Page (under Quick Links in top right corner) – https://www.nic.bc.ca/ 	<input type="checkbox"/>
9	NIC MediaSpace (Kaltura) – video creation, storage, and streaming platform <ul style="list-style-type: none"> ▪ https://video.nic.bc.ca/ 	<input type="checkbox"/>
10	Career Central – NIC Employment Services <ul style="list-style-type: none"> ▪ https://careercentral.nic.bc.ca/home.htm 	<input type="checkbox"/>