



Technical Requirements for the Online MA in Arts Administration

Distance learning courses require a certain level of computer competency. You should have reliable, convenient access to a computer and the Internet, and be comfortable using a computer and the Internet to engage with professors and students in a variety of ways. You will be using a host of local and cloud based tools (word processing, presentation and spreadsheet) for media content creation, collaboration, and sharing. In addition to using the Internet to find, organize, and share resources you will also be expected to participating in online meetings and discussions.

Online Student Technical Resources & Support

Please take some time to look through the Universities [Distance Learning Website](#). There you will find the hardware and software standards and requirements for participation in an online program. We have some additional requirements that are specific to our program below.

If you are confused or encounter a problem the best thing to do is contact someone. Don't wait until the last minute as it often times takes a bit of time to troubleshoot through issues. Don't be shy. Remember, we are here to support you and our goal is that you are successful in your program.

Getting the Right Equipment and Software

Before getting started in the program, you will want to make sure that you have the right equipment and software. This is critical for a completely online program. If you haven't purchased a new computer in over three years, it may be time to upgrade. Use the guidelines below as a guide.



What kind of computer do I need?

You will need a PC or Macintosh computer with Internet access and a compatible browser (see below). It is highly recommended that your computer is no more than three years old. You can read more about the University [recommendations for a computer here](#). We do not recommend purchasing a tablet as your primary computing device for the Arts Administration program. Please see below for computer recommended technical requirements:

Recommended PC Requirements

- Dual or Quad Core Processor
- Windows 7 or newer
- 4 GB RAM or higher
- 100 GB hard disk space free
- A monitor capable of handling at least 1024 x 768 resolution
- Sound card with microphone and headphones capabilities
- Headphones (w/mic recommended)
- HD Webcam (PC Compatible)
- Broadband connection of at least 5MB Download and 1MB upload speeds (DSL, cable, etc)

Recommended Mac Requirements

- i3 Processor or Higher
- Mac OS X 10.7 or higher
- 4 GB MB RAM or higher
- 100 GB hard disk space free
- A monitor capable of handling at least 1024 x 768 resolution
- Sound card with microphone and headphones capabilities
- Headphones (w/mic recommended)
- HD Webcam (Mac Compatible)
- Broadband connection of at least 5MB Download and 1MB upload speeds (DSL, cable, etc)



Do I need Internet access?

Yes, you will need to have an internet connection of at least 5MB download speed and 1MB upload speeds. If you aren't sure about your internet connection, you can check your speeds here:

www.speedtest.net

Wait for the entire page to load then select 'Begin Test' at the center of the screen.

What Internet browser can I use?

We recommend Mozilla Firefox and Google Chrome as they are the most compatible browsers for this program:



Mozilla Firefox

[Free Download](#)



Google Chrome

[Free Download](#)

Please note: at this time we do not recommend using Internet Explorer 9 or earlier.

How should I configure my system and browser settings?

Java Script	Enabled
Cookies	Enabled
Frames	Enabled
Images	Enabled
Screen Resolution	1024 x 768

What plugins will my computer need?



Adobe (Macromedia) Authorware Player

[Download](#)



Adobe (Macromedia) Flash Player

[Download](#)



Adobe (Macromedia) Shockwave

[Download](#)



Adobe Acrobat

[Download](#)



Java Runtime Environment

[Download](#)



Quicktime(Mac only)

[Download](#)



RealPlayer(Windows only)

[Download](#)



Windows Media Player(Windows only)

[Download](#)

Setting up your University of Kentucky Accounts

In addition to making sure you have the right hardware and software, you will need to set up your access to the University of Kentucky systems. This is done by activating your LinkBlue account and setting up your uky.edu email.

What is a LinkBlue Account?

The University of Kentucky Information Technology created the term "link blue" to define a computer account (user id and password) which can be used when connecting to many campus-wide systems, including myUK, Blackboard and APEX Degree Planner.

Your link blue account is created within two business days of when, as a student you are accepted. The link blue account must be activated to login to services.

[Activating your LinkBlue Account](#)

How do I set up my UKY email account?

Student email is set-up using a cloud-based email system. Students may choose either Google Apps for Education or Microsoft Office 365. The **MA in Arts Administration Program recommends using Google Apps**. You will chose to use the UK Google Apps option during the setup of your LinkBlue Account. You will then be guided through the [setup of your UK Google Apps account](#) which includes Drive, Email, Calendar etc. Pay close attention to step 6 of this process which is where you choose the UK Google Apps Account top handle your email.

Why should I use a Google Apps account?

The MA in Arts Administration program uses the Google Drive within numerous courses for sharing information and completing assignments. Thus, the Program prefers that you setup your email account using Google rather than Microsoft Office 365. Read more about [Google Apps for Education](#).

[New Student: Google Apps Setup](#)

How can I access software?

The University of Kentucky has worked hard to provide you with the software you will need to be successful as a student. You can view and download available software by visiting [University of Kentucky Software Downloads](#) and logging in with your UK LinkBlue ID username and password. Here you will find the Microsoft Office Suite, Adobe Acrobat as well as other software.

What if I need technical assistance?

The University of Kentucky has a several options for access technical assistance:

[Self-Help Service Desk](#)

[Online Account Services Help](#)

[Phone Support](#): 859-218-HELP(4357). Phone support is available 24/7.

[Email Support](#): 218HELP@uky.edu

Additionally, you can contact the MA in Arts Administration Instructional Designer:

Ben Sheridan

Email: mr.ben@uky.edu

Phone: 859-218-1347