| **OHSU Physician Assistant Program** |
| **Laptop and Smartphone Specifications for the Class of 2018** |

General requirements and information:
- A laptop computer is required for class work and exams. You will need this computer during your entire course of study at OHSU. Both PCs and Macs are acceptable, with some restrictions as outlined below. An iPad alone will not work.

- Microsoft Office (**Outlook**, Word, Excel, PowerPoint) is required.
    - Make sure to purchase it—the free version has many problems.
    - OneNote, a very popular notetaking application, doesn't always come bundled with the Mac packages—if you want it, be certain you're buying it.

- A smartphone is required: iPhones and Androids work with OHSU email. Android phones must be encrypted (more info below in SMARTPHONE REQUIREMENTS)

- Laptops and smartphones are required for the Computer Orientation session during the first week of classes. Microsoft Office must be installed on your laptop prior to the Computer Orientation session.

- We run a paperless classroom. All lecture and course materials are provided as pdf documents via our course web pages.

- Wireless access is available in every campus building. Additionally, in our classroom, each seat has an Ether cable and an electrical outlet.

| LAPTOP REQUIREMENTS |

Acceptable operating systems:
- PC: Windows 8.1/10
- Mac: OSX 10.10 Yosemite or 10.11 El Capitan

Tech support:
There is no official OHSU tech support for student computers. For students whose computers crash and burn on exam days, the program will supply a laptop on which to take the exam. Students are strongly encouraged to purchase manufacturer support programs such as AppleCare.

Speed and memory:
Any machine manufactured in the past two years should be more than fast enough and have sufficient memory for classroom use. Besides Microsoft Office, we require that you install a few relatively small pieces of software, which will be covered during Computer Orientation.

Size and weight:
You will be carrying this machine every day. A lighter laptop with a 13-14" screen may be the best option. See also, iPad recommendations below.

Updates and upgrades:
You are required to keep your computer updated, and if necessary, purchase upgrades, such as the latest Mac OS.

Mac users:
By a very wide margin, the most popular student laptop type is a MacBook. We require that you use Microsoft Outlook (or the OHSU Outlook Web app) for viewing our academic calendar. iCal use for OHSU calendars is prohibited.

iPads:
iPads are not supported for exam taking, though they are suitable for many other tasks. A few PA17 students use iPads in the classroom 90% of the time and keep a laptop computer for the other 10%. iPads are small and lightweight and are helpful for note-taking (either with physical keyboard or stylus) and especially for carrying/reading electronic textbooks.

REQUIRED SOFTWARE

- Microsoft Office (**Outlook**, Word, Excel, PowerPoint).

- Microsoft Office must be installed on your laptop prior to the Computer Orientation session during the first week of classes.

- For PCs: Antivirus software of your choice: AVG, Avast, Kaspersky, Trend Micro, WebRoot, etc. Note that Bitdefender causes many problems with the testing software and should not be used.

ADDITIONAL SOFTWARE AND HARDWARE

- Firefox and Chrome web browsers installed prior to Computer Orientation.

Note-taking software:
We run a paperless classroom. All lecture and course materials are provided as pdf documents via our course web pages. During the Academic Year, you will acquire over 800 class work documents.

Be familiar with the basic operation of your note-taking software before day one of classes.

Lower-tech note-taking—using the comment tools (pencil, highlight, textbox, etc.):
Adobe Reader (free)
Preview (free Adobe Reader clone bundled with Mac OS)

Slightly higher-cost, higher-tech note-taking and organizing:
OneNote (PC or Mac)—about 80% of PA17 uses it
Evernote Premium (Mac or PC)
iAnnotate (iPad)
Notability (iPad—simpler to use than iAnnotate)

Storage and backup options:
Cloud services: OHSU Box.com account (free—details in June 2016)
USB: 32G for about $40
Drive: 1T external disc drive for about $100; Mac Passport

Printer:
Many students own a personal home printer. Student printing available in the building in the graduate student study lounge at $.08 per sheet of paper.

Ethernet adaptor:
Each classroom seat has an Ether cable jack and an electrical outlet. Ethernet adaptors are very handy if the classroom wireless goes down. Ethernet connections are much faster than wireless connections.

SMARTPHONE REQUIREMENTS

- A smartphone is required: iPhones and Androids work with OHSU email. Android phones must be encrypted prior to Computer Orientation. For more info on Android encryption, see http://www.howtogeek.com/141953/how-to-encrypt-your-android-phone-and-why-you-might-want-to/

FINANCIAL AID FOR LAPTOP AND SMARTPHONE

Financial aid will increase your aid budget for the purchase of one computer to include the following:
- $2000 (maximum) allowance for:
    - laptop
    - required software (Microsoft Office which must include Word, Excel, PowerPoint)
- Separate from the $2000 allowance, the financial aid package will also include:
    - $45 per month for your internet service provider (ISP)

If you purchase a new computer for PA school, you can request your financial aid budget to be increased up to a maximum of $2,000. To do so, please see the form on page 5. This must be done closer to the beginning of the program.

You will submit the form and receipts to the Financial Aid Office, then your loans will be increased for the amount of the purchase. If you are using a currently owned computer that meets our specifications, you don't need to do anything with Financial Aid. If you have questions, please contact the Financial Aid office at 503-494-7800 or 800-775-5460.

SOLICITED ADVICE FROM PA16 AND PA17

Note-taking Applications

"Find a good note taking program BEFORE classes start. Ask your friends and classmates, but have the program loaded on your computer and know how to use it before classes start."

"I use OneNote (PC) for everything and love it. As an older student, going back to school in a paperless world was an adjustment. One Note is my virtual Trapper Keeper – it's perfect for taking notes and organizing my life!"

"OneNote does not have all the same features on a Mac as it does a PC, however I have a Mac and it still does everything I need it to."

"OneNote is far-and-away the easiest to use/most robust note taking software out there, if you like a more 'traditional' layout organized by term, class, lecture, etc."

"I use Evernote Premium for note-taking—well worth the $40 cost. It's really easy to use and has similar annotation functionality to Preview. All notes are searchable."

"I am not tech savvy, so didn't want to use anything high-tech. Evernote was too complicated and I didn't feel like trying another new program. It has worked best for me to just keep things simple -- view PDFs in Adobe Reader, and take notes into our objectives in an MS Word document. It has been more helpful for me to have all of my notes compiled in a single Word document, rather than in several PDFs."

 "Whichever note-taking software you use, two rules: (1) Get a skeleton/organizational system from day 1 and (2) BACK UPS!!"

Laptops and iPads

"I love my MacBook Pro. I know a lot of people also like their MacBook Airs. To me, the extra weight doesn't make much of a difference."

"If you have one that meets the specs, don't worry about getting another one. Update your memory and sure you have an external hard drive just in case something happens. However, I am one of several students that takes notes on an iPad and I would highly recommend it. I have better focus during lecture. If you have the funds and you are on the fence about getting a tablet, just do it. You will be happy you did. Plus, having 2 screens in class (laptop/tablet) is great and adds minimal weight to your school commute."

"I am very glad that I purchased a new Macbook before starting school. It has been very nice to not be fighting technical difficulties too often."

"Do it--get something nice, dependable, AND with a 2-year protection plan, because accidents happen and your computer will be INTEGRAL in everything you will be doing. Period. P.S. Mac (as ever over the past 10 years) is a popular option, but popular does NOT equal better. Microsoft Office is required, and there can be issues with Macs and Microsoft products, so keep that in mind."

"Within reason, get the nicest, fastest, best machine you think you can afford. Having a good computer will pay dividends every day. Consider tablets or cross-overs (Microsoft Surface, etc) for in class."

"Getting a computer with a long-lasting battery, and knowing how to get the most out of the battery. I bought my MacBook Air just for this reason, and having a solid 12 hours of battery a day is a must, especially if you ride a bike to school and space in your backpack is in high demand, so no need to bring a charger."

"I would recommend using whatever you have been most comfortable with in the past. There is so much to learn and process in the first few weeks of school and learning how to use a computer should not be one of them!!"

"I use a MacBook from 2012 and it is still working great. I was a little nervous about using it for school because it isn't brand new, but I am happy I did. I would say if you have a reliable computer, you don't need to buy a new one for school.

"I debated between the MacPro and MacAir and am very happy with the Air. It has been a great computer to work with and significantly lighter than the Pro which is a big deal as you carry your computer everywhere during school."

 "For note-taking, an iPad with 32 gigs space and a blue tooth keyboard. You can edit and store all, of your notes here, access email, calendar, web and texts and it is light and portable. Also, of you like to highlight, write in info or draw out your notes, the stylus is a big plus."

IF YOU HAVE FURTHER QUESTIONS

Within every PA class, we have a wide range of ages, experience and technology skill levels. Our Education & Technology Coordinator, Bob DeBarge, is more than happy to discuss what options might work best for you. Contacting your PA17 buddy for advice might also be helpful.

Bob DeBarge, MFA
Education & Technology Coordinator
503-494-1447
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2016-17 Computer Cost Adjustment Request Form

Student Name_____   Student ID (UID)_____

To request to have your financial aid budget increased due to educationally related computer costs, you must complete the following:

Note: Your budget will not be increased more than **$2000** for the computer costs. This is a one-time budget adjustment for <u>one</u> computer. The computer costs cannot include items such as: IPODS, carrying cases, extended warrantees, and supplies for the computer (i.e., paper and ink cartridges). **The costs must be incurred during the current academic year.**

Please be aware, if you are already awarded the annual maximum in federal and state financial aid, the increase in your budget will only increase your alternative loan eligibility (or if a graduate student who applied, your Federal Graduate PLUS loan). If your budget increase results in additional alternative loan eligibility, you would then need to apply for the alternative loan to see if you qualify for it.

1. Describe what computer components were purchased:

   _____

   _____

   _____

2. Date purchased: _____

3. Total amount: $_____

4. Attach a copy of the itemized list of computer equipment purchased, date purchased, and proof of payment. The itemized list must include the company's name.

Student Signature:_____   Date:_____

Return form to: OHSU Financial Aid Office
3181 SW Sam Jackson Park Road
Mail Code L109
Portland, OR 97239-3098
Fax: 503-494-4629
Email: finaid@ohsu.edu

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