

# What information do my students need to successfully complete their remote/online coursework?

## Include information in your syllabus about

### 1 Technology Access and Support

### 2 Support for Online Learning

#### Suggested syllabus language

Terms in brackets below represent options to be included depending on a faculty member's arrangements for a particular course. Underlined words provide live clickable links.

#### 1. Technology Access and Support

Because this is a [WEB, SYNC, hybrid] course, all or part of your instruction will require reliable hardware and software including the following:

##### Hardware

- a desktop or laptop computer with
  - ✓ reliable internet access,
  - ✓ camera / microphone / speakers

##### Software

- a web browser (e.g., Firefox, Chrome, Safari)
- Microsoft Office ([free to students](#)),
- the [Canvas, Zoom, MS Teams] app (free to students)
- [Java, Flash, QuickTime, Adobe Reader, Preview on Mac].

For assistance with Canvas, see [C&IT's Student Intro to Canvas Course](#) and [Comprehensive Student Guide](#).

For assistance with any of these technology issues, contact [C&IT Helpdesk](#) M-F from 7:30 am to 8 pm at 313-577-4357 or [helpdesk@wayne.edu](mailto:helpdesk@wayne.edu).

Students who lack adequate hardware or reliable internet access should email the Dean of Students at [doso@wayne.edu](mailto:doso@wayne.edu) or call 313-577-1010 for assistance. Students on campus also have access to equipment through University Libraries. For more information, see [Equipment Checkout Policy and Procedures](#). The University Libraries also have computer labs in several campus locations.

#### 2. Support for Online Learning

- [The Effective Online Learner](#) is a self-paced Canvas course to bolster the skills needed for remote and online learning.
- [Learn Anywhere](#) is a webpage that provides resources and tips for taking online courses.
- [Academic Success Center](#) offers resources for improving study skills, building study groups, and similar activities.
- [Study Skills Academy](#) offers [free study skills counseling](#) and other services.

**Warrior Safe is  
Warrior Strong**



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The information in this flyer is provided as a guide for faculty and academic staff. For further information about instructional resources, see the [OTL website](#).