

February 15, 2011

Summer 2011, MSJ – Hardware and Software Information

Congratulations on your acceptance to Medill!

Our mission is to ensure that you are prepared to find and report news and deliver it to your audiences when, where and how they want to get it – in newspapers, magazines, on television and online, as well as on video iPods, iPads, cell phones and any other medium that comes along. These essential skills will serve you well whatever you do in journalism or related communications fields once you graduate from Medill.

For you to thrive in the rapidly developing digital future, you'll need to bring some special tools to Medill:

- a laptop computer loaded with certain specified hardware and software;
- a digital audio recorder;
- a memory card-based digital video camera with an external microphone jack; and
- a digital still camera.

Minimum recommended laptop hardware specifications:

Windows

- Windows 7 Professional 64-bit OS
- 14" wide aspect ratio high-definition LCD or larger
- Intel Core i7 Processor
- 500 GB HD, SATA, 7200 RPM
- 8 GB of RAM
- Integrated wireless card, 802.11a/g/n
- 10/100/1000 Gigabit Ethernet
- Video card with at least 512 MB of dedicated RAM
- DVD+/- RW optical drive
- At least 2 USB ports

Mac

- Operating System: Mac OS X (10.6 – Snow Leopard)
- Upgraded Macbook Pro 15-inch high-resolution display
- Intel Core i7 Processor
- 500 GB HD, SATA, 7200 RPM
- 8 GB of RAM
- Airport Extreme Wi-Fi card
- 10/100/1000 Gigabit Ethernet
- Video card with at least 512 MB of dedicated RAM*
- SuperDrive 8x

You are responsible for your computer repair, so please make arrangements for this prior to arriving on campus. We recommend you purchase a 3 year, next business day, on-site warranty, with complete care in case of accidental damage protection.

Medill does not recommend any specific laptop. Please shop around for the best deal on a laptop that meets the minimum required laptop hardware specifications listed above and your individual preferences. As a suggestion, the Dell Latitude E6510 laptop <http://www.dell.com/medill> meets the Windows minimum specifications above as would a Macbook Pro configured to meet the Mac minimum specifications above. You can order the Macbook Pro at www.apple.com or inside the Northwestern Bookstore on campus at <http://www.norris.northwestern.edu/services/apple-campus-store/>

Minimum required software and versions for Windows

1. Adobe Creative Suite 5.0 Master Collection: <http://northwestern.onthehub.com/>
2. Microsoft Office Professional Plus 2010 Suite (Student Select) <http://northwestern.onthehub.com/>
3. Symantec Endpoint Protection (Anti-virus software): <http://www.it.northwestern.edu/software/sav/win/index.html>. Note: Before installing the NU Symantec Anti-Virus client, be sure to uninstall any existing anti-virus application(s) you may have on your computer.
4. FileZilla: FTP client: <http://filezilla-project.org/>
5. Cisco Virtual Private Networking (VPN) Client: <http://www.it.northwestern.edu/software/vpn/>
6. VLC Media player – free download from VLC: <http://www.videolan.org/vlc/>

Minimum required software and versions for Mac

1. Adobe Creative Suite 5.0 Master Collection: <http://northwestern.onthehub.com/>
2. [Microsoft Office 2011 for Mac \(English\) \(Student Select\)](http://northwestern.onthehub.com/) <http://northwestern.onthehub.com/>
3. Symantec Anti-virus software: <http://www.it.northwestern.edu/software/sav/mac/index.html>. Note: Before installing the NU Symantec Anti-Virus client, be sure to uninstall any existing anti-virus application(s) you may have on your computer.
4. FileZilla: FTP client: <http://filezilla-project.org/>
5. Cisco Virtual Private Networking (VPN) Client: <http://www.it.northwestern.edu/software/vpn/>
6. VLC Media player – free download from VLC: <http://www.videolan.org/vlc/>
7. Mozilla Firefox, current version. Free download available at: <http://www.mozilla.com/en-US/>

If you have questions about which laptop or software to purchase or whether your current laptop meets the minimum required laptop hardware specifications, please contact:

Tim Lange
Manager, User Support
847-491-5828
timlange@northwestern.edu

Greg Schrader
Director, Information Technology
847-467-3153
g-schrader@northwestern.edu

Required Digital Audio Recorder

We recommend the Zoom H1 Handy Portable Digital Recorder with the accessories bundle and headphone (around \$125 if the recorder and accessories are purchased together) <http://www.amazon.com/> Even if you

choose not to purchase the accessories bundle, the H1 comes with a 2GB MicroSD card for recording your audio.

Required Digital Video Camera

A digital video camera with a built-in jack for an external microphone is required for your time at Medill. We recommend the **Kodak Zi8** or **Playtouch** digital video camera (around \$200). If you wish to purchase or bring a different camera, please contact us for advice before moving forward.

In order to record usable video, you also need a tripod and a lavalier microphone. We recommend the **Slik U8000 tripod** (around \$40) and the **Audio Technica ATR-3350** lavalier microphone (around \$25).

<http://www.amazon.com/>

Required Digital Still Image Camera

We recommend a **reasonably priced (\$200 or less) digital still image camera**.

If you have questions about which audio recorder, video or still image camera to purchase, please contact:

Jonathan Love
Teaching Technologies Specialist
847-467-6369
j-love@northwestern.edu

Jeff Prah
Chief Engineer, Medill School
847-491-4341
j-prah@northwestern.edu

Optional, recommended accessories

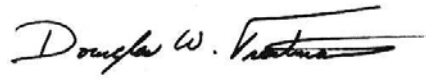
- 6' Ethernet cable
- 4GB Flash Drive or larger
- Inexpensive pair of headphones
- External USB hard-drive 500 GB or larger for backing up your files and archiving
- Camera bag to organize your camcorder and accessories
- Appropriate recording medium for your digital video camera
- Appropriate cables to connect your digital video camera to your computer

Note: These recommendations regarding laptops, software, cameras, and audio recorders are made as of the date of this letter. The manufacturers of these items update, discontinue, and modify their products regularly so we cannot guarantee these items will be available when you are ready to place your order. Please refer to the Medill IT Web site for our most current recommendations <http://www.medill.northwestern.edu/it/techspecs.aspx> and please shop around to find the best possible price.

Finally, please purchase the required hardware and software at least 45 days before classes start to make sure you are ready for your first class. All software should be installed before your first class.

We hope you are as excited about Medill and the future as we are. We look forward to welcoming you. If you have questions about the cost of the required equipment, please contact the Office of Graduate Admissions and Financial Aid.

Sincerely,

A handwritten signature in black ink that reads "Douglas W. Troutman". The signature is written in a cursive style with a long horizontal flourish at the end.

Douglas W. Troutman
Associate Dean
Administration and Information Technology
Medill School
Northwestern University