

Technology and Applications Checklist



A Device:

You need either a computer or a smartphone to take your classes.

WIFI:

You need WIFI to connect to the internet to take your classes.

- If you need WIFI, talk to your cable provider for their WIFI packages.
- You can also explore our WIFI/Hotspot information guide here: [[Click to access WIFI guide](#)]

Some of the items below may be helpful as you prepare for your upcoming classes:

Wake Tech Email Account:

If you do not have access to your Wake Tech email account and need to activate it, the instructions to do so can be found here:

- Click to access PDF guide for computers: <http://bit.ly/wtccemailcomputer>
- Click to access PDF guide for phones: <http://bit.ly/wtccemailphone>
- Click to access video guide: <http://bit.ly/wtccemailvideo>

Google:

If you do not already have a Google/Gmail account, to create one you will need to:

1. Go to the [Google Account creation page](#).
2. Follow the steps on the screen to set up your account.
3. Use the account you created to sign in to [Gmail](#).







Translations:

Here is how you translate a website into your native language using Google Chrome:


<u>On a phone</u>	<u>On a computer</u>
<ol style="list-style-type: none">1. Press the three dots in the bottom right corner2. In the box that appears in the bottom right corner, press "Translate"3. To change the language, click the Google Translate symbol in the website bar.4. Select your language5. Press "Translate"	<ol style="list-style-type: none">1. Right-click the page to open the clipboard2. Select "Translate"3. In the box that appears at the top of the page, click the three lines4. Click "Choose another language"5. Select your language.6. Click "Translate"

Apps:

If you are using a phone for Class, download the following Apps:






<u>App</u>	<u>Android Link</u>	<u>iPhone Link</u>
 Zoom	<u>Android</u>	<u>iOS</u>
 Gmail	<u>Android</u>	<u>iOS</u>
 Google Sheets	<u>Android</u>	<u>iOS</u>
 Google Docs	<u>Android</u>	<u>iOS</u>
 Google Drive	<u>Android</u>	<u>iOS</u>
 Microsoft Outlook	<u>Android</u>	<u>iOS</u>

If you are using a computer for class, download the following app:

<u>App</u>	<u>Link</u>
 Zoom	https://zoom.us/support/download

Websites:

If you are using a computer, save the following websites to a bookmark or in a notes section of your computer or phone:

<u>Website</u>	<u>Link</u>
 Gmail	https://www.gmail.com
 Google Sheets	https://www.google.com/sheets/about/
 Google Docs	https://www.google.com/docs/about/
 Google Drive	https://www.drive.google.com
 Microsoft Outlook	https://outlook.office.com

The Tech Team is here to help you with your digital and technology needs this year. If you need to reach us, you can always:

- **Call us at 919-727-6507**
- **Email us at ccrtechhelp@waketech.edu**

Our hours are:

Monday – Thursday

9:00 AM to 2:00 PM and 3:00 PM to 8:00 PM

Fridays

9:00 AM to 2:00 PM

You can also schedule an online appointment with us at <https://calendly.com/ccrtechhelp/scheduled>

We take appointments:

Monday – Thursday

9:30 AM to 1:30 PM and 3:30 PM to 7:30 PM

Fridays

9:30 AM to 1:00 PM

Other Wake Tech resources for you:

- **ITS: [919-866-7000](tel:919-866-7000)/helpdesk@waketech.edu**
- **CCR Advising: [919-866-5490](tel:919-866-5490)/ccradvising@waketech.edu**

We hope you have a successful semester!

Sincerely,

The Technology Support Technicians

Wake Tech Community College

