



Student Technology Handbook

Azure Virtual Desktop

Access applications on any device, anytime, anywhere

SOFTWARE FOR STUDENTS

AZURE VIRTUAL DESKTOP

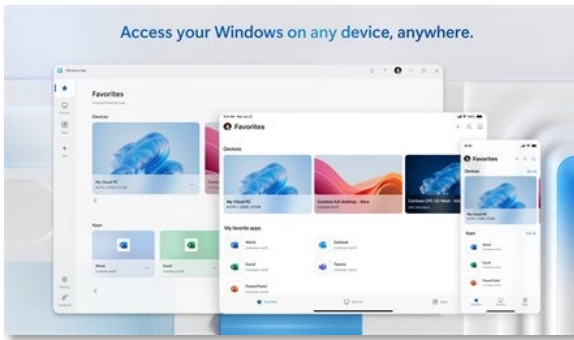
Azure Virtual Desktop provides Swinburne staff and students access to a range of virtual desktops and applications from any Mac, Windows, iOS or Android device, including Swinburne computer labs. You can access Azure Virtual Desktop from the **Windows App** application (installed in all student labs).

You can download and install Windows App on your personal device using the link [Windows App from the Microsoft Store](#) or [web download](#) link. Alternatively, you can use the [web portal](#).

The windows app is your gateway to access software applications required for your academic units and your labs. You can use Windows App on many different types of devices on different platforms and form factors, such as desktops and laptops, tablets, smartphones, and through a web browser. When using a web browser on a desktop or laptop, you can connect without having to download and install any software.

Windows App is available for:

- Windows
- macOS
- iOS/iPadOS
- Android/Chrome OS (preview)
- Web browsers
- Meta Quest VR headset (preview)



ADOBE CREATIVE CLOUD

Swinburne provides a variety of software resources on Swinburne computers and for home use to assist you with your studies. As a Swinburne student, you can access the [Adobe Creative Cloud](#) on Swinburne Macs and PCs, which includes programs such as After Effects, Photoshop, Illustrator, InDesign and many more. If you would like to use the Adobe Creative Cloud at home, you can download the desired software free of charge.

MICROSOFT OFFICE 365

You also have free access to [Microsoft Office 365](#) on university Macs and PCs. Office 365 includes programs such as Word, Excel, Publisher, PowerPoint, Teams, OneDrive for Business (with 1TB of storage) and is available to be downloaded on up to five devices for you to use at home. [Download Microsoft Office 365 for free](#) by logging in and using your student username (StudentNumber@student.swin.edu.au).

OTHER SOFTWARE

Other software is available for you to install on your personal devices and licensed through the university. [See more](#)

BRING YOUR OWN DEVICE (BYOD)

Swinburne is promoting a BYOD approach across all three campuses.

As a student enrolled at Swinburne you are encouraged to bring your own device to classes delivered in computer labs, lecture theatres and classrooms.

A 'device' refers to a student owned laptop or tablet that meets the minimum specifications outlined in the recommended laptop specifications section below.

If you're enrolled to study at Swinburne, you'll need access to a laptop that meets our recommended minimum specifications. This will ensure you can fully participate in your studies, allowing you to live-stream lectures, use a range of free, specialist software on your own device through Azure Virtual Desktop.

Note, however, you cannot use your own device to sit exams.



WEIGHT

Laptops can range anywhere from 1kg up to 6kg. If you plan to be travelling regularly, consider a lighter device.



SIZE

Smaller devices can be more portable, but they may not have the processing power you require, and they may also be more expensive. When choosing a device, consider the applications you will be using and the locations where you will be using your device.



USB TYPE-C PORT

USB-C is the latest connector that's being incorporated into USB devices for faster device charging, transfer of video and syncing data. Swinburne labs have USB-C ports that provide your laptop connectivity to monitors as well as power delivery where this capability exists.



WARRANTY

How long is the warranty valid for? Check to see if the manufacturer offers an international warranty rather than one limited to the country in which the device is purchased. This is particularly useful for travellers.



RAM (Random Access Memory)

Some laptops are sold with 4GB of memory as standard. You will get more benefit from a laptop with at least 16GB of RAM.

AVD

AVD (Azure Virtual Desktop)

AVD allows you to access specialised applications on any device, anywhere, anytime, for free! If you're enrolled in a unit that requires AVD applications, you'll need to bring your own device to class or visit the Swinburne library to access a loan device.



When using Azure Virtual Desktop (AVD), OneDrive functions as a cloud-based storage solution, allowing users to access and sync their files seamlessly across different applications and virtual desktops by storing them in their personal OneDrive account, ensuring consistent access.

MINIMUM RECOMMENDED SPECIFICATIONS

	Windows	macOS
Processor	i5 2.2GHz / AMD A6 1.8Ghz	1.2GHz dual-core m3
Operating system	Windows 11	macOS 10.14 Mojave
Memory	8GB	8GB
Hard drive	120GB SSD (solid state drive)	120GB SSD (solid state drive)
Display	14" screen with 1920 x 1080 screen resolution	13" screen with 1920 x 1080 screen resolution
Battery life	4 hours under normal use	4 hours under normal use
Wi-fi	802.11ac or better	802.11ac or better
Webcam	User facing, inbuilt microphone and speakers	User facing, inbuilt microphone and speakers
Web browser	Latest update: Microsoft Edge, Chrome or Firefox	Latest update: Safari, Chrome or Firefox

SECURITY SOFTWARE FOR PERSONAL DEVICES

Please make sure you install the latest security software such as anti-virus and anti-malware to ensure your personal computers are protected from security threats. It is recommended that students have an up-to-date security program and that system updates are installed regularly.

Microsoft Security Essentials guards against viruses, spyware, and other nasty software. It provides real-time protection for your PC.

Microsoft Defender Anti-Virus for Mac and Windows is free for personal use. An internet search will help you see what is available and what they offer.

Visit the [Microsoft Defender](#) to download the software.

MULTI-FACTOR AUTHENTICATION

Multi-Factor Authentication (MFA) is an additional security step to verify your identity when you login to selected Swinburne applications and systems. This extra layer of security protects you and Swinburne from unauthorised access.

To find out more and set up multi-factor authentication, visit our [Cybersecurity Hub](#).

VIRTUAL PRIVATE NETWORK (VPN)

You can connect to the Swinburne VPN using Cisco Anyconnect Secure Mobility Client, which you can download [online](#). Please enter the Swinburne VPN address: vpn.swin.edu.au/mfa and press connect. It will ask you to sign in with your Swinburne email account.

For more information, please refer to [VPN installation guide](#) or call the IT Service Desk on +61 3 9214 5000 for further assistance.

PASSWORD RESET

To reset your Swinburne password or for first time login, use this link to access the [self-service password reset portal](#)

EQUIPMENT FOR LOAN OR PURCHASE

LAPTOPS FOR STUDENTS

Laptops are available for short-term loan (students only) from the library equipment desk. Each laptop is loaned with a carry case and a power cable.

If you require a laptop for long-term use, check [scholarships](#) related to IT equipment.

You could also consider the hardware purchase option.

Conditions of use

- You can borrow a laptop up to one week at a time.
- Loans may be renewed (in person only) if demand allows.
- You must present your current student ID card (via the Swin App or physical) to borrow.
- You can borrow one laptop at a time.
- If you have just returned a laptop, during peak usage times there may be a 30-minute wait before you can borrow another.
- Laptops must be returned in person to the library service desk and handed to library staff.
- You must abide by the People, Culture and Integrity Policy and the Library code of conduct.

Loan laptops

- You must return laptops on time.
- You are responsible for the safety of the laptop.
- You will be charged full replacement cost for any loss or damage plus any additional administration charges.
- Lost or damaged equipment cannot be replaced with your own personal equipment.
- Overdue, lost, or damaged items, or the failure to return equipment, may result in the suspension of all equipment loans for a period determined at the discretion of library staff.

Save and print your work

- Always save your work to an external storage device.
- Delete any of your personal files from the laptop.
- Need help with Wi-fi, IT, wireless printing, and other library services? Get in touch with our Library Rovers.

Further information

Phone +61 3 9214 5000

OTHER EQUIPMENT

You can borrow equipment including audio visual equipment, microphones, and cameras from the library.

- Book equipment in advance via email or at the service desk at any campus library.
- Some equipment requires a loan authorisation from your teacher before borrowing (ask library staff for more information).
- The standard loan period is usually 1 week (depending on the equipment type).
- Renewals of equipment are not permitted.
- Overdue, lost or damaged items, or the failure to return equipment, may result in the suspension of all equipment loans for a period determined at the discretion of library staff.

For all loan enquiries, contact us by email:

library@swinburne.edu.au

HARDWARE FOR PURCHASE

Discounted prices for students and payment plans are available.

Swinburne has partnered with [Learning With Technology](#) to offer laptops and desktops.

Compare features and configuration of multiple devices all online now and ensure you're getting the right device to meet your needs.

[Access the portal here](#)

