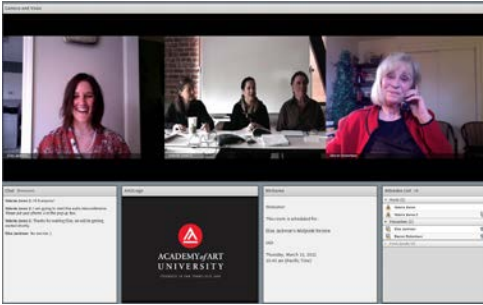


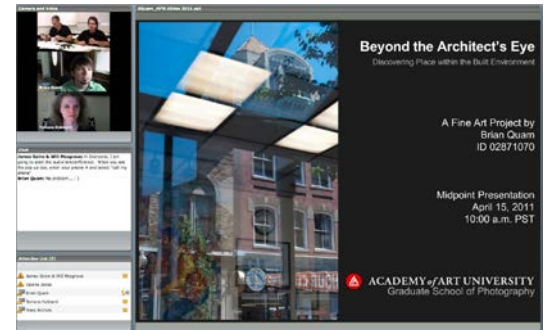
## ONLINE MIDPOINT & FINAL REVIEW: **INFORMATION & TECHNICAL REQUIREMENTS**



Academy of Art University's Online Midpoint and Final Reviews provide a way for online students to present their proposed or completed Final Project in a live online web conference using Adobe Connect. You do not need to purchase Adobe Connect, simply log in to the web conference via a web browser. The live web conference allows you to establish personal contact with your Midpoint or Final Review Committee via video. You can show a prepared slideshow presentation, interact with images, and show online work all in this web conference environment. You can easily access your web conference from your home or work computer, and use a telephone to speak with the review committee. Click here for the [Online Midpoint Orientation](#).

### ONLINE PRESENTATION REQUIREMENTS

The requirements of an Online Review are similar to those of an on-campus Review. In addition to the visual, oral and written presentation, online students must also create a PowerPoint or PDF Presentation to show to the committee during their review. The oral presentation portion of the review will consist of the student narrating their PowerPoint slideshow, and for some departments, showing digital or video work to support their proposed or completed Final Project (work must be submitted on a CD/DVD or web link prior to the review). Please see the Midpoint or Final review requirements for your department for specific submission and time requirements.



Throughout the preparation and presentation of your Online Midpoint or Final Review, you will be assisted by a facilitator from the Online Graduate Studies Department. After your review is scheduled, a facilitator will contact you and schedule a quick training showing you how to navigate your online review meeting room. Please note the actual Online Midpoint or Final Review presentation is the responsibility of the student, and although the facilitator will attend the Online Review, they will only act as technical support.

**IMPORTANT!** Carefully read and follow your department's Midpoint or Final Review document! You can find the general Midpoint and Final Review guidelines and access your departments' guidelines by going to the [Graduate Midpoint & Final Review Standards & Guidelines site](#).

### TECHNICAL REQUIREMENTS

Students who wish to conduct their review online must meet the technical requirements listed below.

#### HARDWARE

- **COMPUTER:** A reliable computer with a web browser
- **INTERNET CONNECTION:** A fast and reliable internet connection (DSL or better)
- **WEBCAM:** Any webcam that allows people to view you clearly is acceptable.
- **TELEPHONE:** Regular home or cell phones work best. VOIP phones do not work as well.  
You may use a headset or speaker phone as long as the audio is loud and clear. If you are an international student, please let your online facilitator know.

#### SYSTEM

To test if your system is capable of hosting an Online Midpoint review, please go to: [Meeting Test](#)  
It will test your system and give you links and instructions on what to do if your system is not yet setup to host.

### ONLINE GRADUATE STUDIES REVIEW CONTACT

Maya Frenklach  
[mfrenklach@academyart.edu](mailto:mfrenklach@academyart.edu)  
415-618-3588

### HELPFUL LINKS

- [Graduate Student Midpoint & Final Review Standards & Guidelines](#)
- [Midpoint Review General Guidelines](#)
- [Final Review General Guidelines](#)
- [Midpoint Review Orientation](#)