

Library Budget Analysis

Special Hi-Tech Firm

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Introduction

With technology continually improving and changing, new computers and the required software are necessary to remain competitive in this industry. Olsen Consulting Enterprises is a very high-tech firm and to stay current with our surroundings, this company's library is in need of updating our systems and accessories. In the following sections the necessary computer hardware, peripherals, operating systems, and software for the updated library will be discussed, as well as the technical support needed.

Hardware

In the media center, space was designated for four new business computers. After researching possible brands, Hewlett-Packard (HP) was found to be best suited for the library's needs. The company, the world's leading PC manufacturer, has a reputation for quality computers at a mid-range price, with prices falling between the prices of Apple and Dell. Once the brand was decided, three main factors were considered in choosing the hardware: the power, the memory, and the storage.

First, the power of the machine was looked at. Computers that had the Intel i3 Dual Core processor were chosen. Hewlett-Packard offered other processor configurations such as Intel Pentium and quad core processors. The Intel Pentium offered dual core, however, this processor is recommended for consumer-level use and the quad core processors were not considered because our clients are not "graphic-based users. For references, read the [article: "How to Buy a Business Desktop"](#).

Second, the amount of memory needed was important. The more memory available allows the user to have multiple programs running. Since our clients are the

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employees of this firm and their computers may unavailable at times, the library needs to be able to support their needs. Therefore, the computers offering 4 GB of RAM were considered, with the exception of one computer with 2GB of RAM. The reason for this exception is the need for a computer offering only the basic Office edition software. This will be discussed in a later [section](#).

Lastly, storage space was considered. Since these computers will be used for business purposes, a lot of storage is not necessary. The amount of storage decided upon was 250GB and 500GB. Again, the computer offering only the basic software will have 250 GB of hard drive storage, with the three remaining having 500 GB of hard drive storage. On these three computers, this amount of storage allows faster access to data, improved hard drive efficiency, and the ability to handle business-related applications.

Once choosing these requirements for our hardware, the optical drives and the form factor were considered. All four the computers have the All-in-One form factor. This form includes the keyboard, mouse, monitor, and hardware. Next, all have an optical drive allowing the clients to write/burn files. Three have the SuperMulti-DVD, while the computer offering the basic software has a DVD-writer optical drive. The four computers selected were:

- ② HP TouchSmart Elite 7320 All-in-One PC (one computer purchased)
- ② HP TouchSmart Elite 7320 All-in-One PC with extra RAM (one computer purchased)
- ② HP Compaq Pro 4300 All-in-One PC (two computers purchased)

Below is the table, T-1, summarizing the computers' specifications.

Table T-1: Computer Specifications			
	HP TouchSmart Elite 7320 All-in-One	Configured HP TouchSmart Elite 7320 All-in-One	HP Compaq Pro 4300 All-in-One PC
Memory:	2 GB RAM	4 GB RAM	4 GB RAM
Processor:	Intel i3 2120 dual core	Intel i3 2100 dual core	Intel i3 3220 dual core
Storage:	250 GB HDD	500 GB, 7200rpm SATA NCQ	500 GB, 7200rpm SATA NCQ
Optical Drive:	DVD-writer	HP 8x SuperMulti	Slim tray SuperMulti
Operating System:	Windows 7 Professional 32 bit	Windows 7 Professional 64 bit	Windows 7 Professional 64 bit

Peripherals

A benefit to purchasing All-in-One computers is that a keyboard and mouse do not need to be bought; however, more peripherals are needed. The library needs a black-and-white printer, a color printer, business headsets and an extra monitor for the HP TouchSmart Elite 7320 All-in-One PC, with extra RAM. Again, Hewlett-Packard was chosen as the vendor for these products. As of 2005, HP stated in the company's annual report, that they are "the leading imaging and printing systems provider in the world for printer hardware, printing supplies and scanning devices, providing solutions across customer segments from individual consumers to small and medium businesses to large enterprises" (Hewlett Packard Co). Therefore, both printers were selected from Hewlett-Packard.

The black-and-white printer, the HP LaserJet Enterprise P3015dn, has automatic two-sided printing with two paper trays. The printer has a USB port that allows the user to walk up to the machine and insert his or her own USB flash drive. Furthermore, it has

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a standard memory of 128 MB. These features are standard and would allow us to meet our clients' needs.

Like the P3015 printer, the HP LaserJet Enterprise 500 Color M551dn, has automatic two-sided printing with two paper tray, as well as, a USB port allowing the used to insert his or her own USB flash drive. A difference between the color and black-and-white printer is that the color printer has the HP ePrint feature. This is a wireless feature that uses cloud technology allowing mobile devices and devices with an Internet connection to print on this printer. Furthermore, this printer has a standard memory of 1 GB. The HP LaserJet Enterprise 500 color Printer M551dn would allow our clients to print quality presentations and projects from their mobile devices as well as from our computers.

In addition to printers, the library should supply business headsets. A business headset is a tool that would allow our clients to communicate between each other and their clients. Furthermore, the software we are proposing suggests the use of this product. This is a product the library would loan out to our clients allowing them to work in his or her office without having to use them at our library. One headset would remain at the Multi-tasking Station and the other three headsets would be loaned out.

The final peripheral needed is an extra monitor, the HP Compaq L2206tm 21.5-inch LED Backlit Touch Monitor, to pair with the HP TouchSmart Elite 7320 All-in-One PC, with extra RAM. The library would set up a computer with dual monitors paired with software to make it a great multi-tasking station.

The addition of these peripherals, the printers, the headsets, and the monitor would enhance our clients' work as well as the value of the firm.

Operating System

The chosen operating system for all computers is the Windows 7 Professional platform. Windows 7 Professional has all of the features as the home edition; however, it allows Windows XP business programs to be run in Windows XP mode. This edition also has Backup and Restore functions allowing a user to back up on a home or business network and it allows better accessibility for connecting to company networks. This latter function is called Domain Join. However, Professional does not allow the user to work between languages nor does it have BitLocker. This is a feature that allows data to be protected against loss or theft. Windows 7 Professional would allow the library to provide the same system as our clients use in their offices.

Software

The final addition to the hardware and peripherals is the software. The chosen productivity suite is Microsoft Office Professional Plus 2010 and Microsoft Office Standard. As in the standard Office suite the productivity tools include Word, Excel, PowerPoint, OneNote, Exchange (formerly called Outlook), and Publisher. The addition features of Professional Plus include Access, which is a database tool; InfoPath, which allows users to create forms for information; SharePoint Workspace and Lync, which are both collaboration tools. The Microsoft Standard Edition will be offered on one computer while Microsoft Office Professional Plus will be available on the other three.

In addition to the Microsoft Office suite, PDF Complete Corporate Edition Software will be provided. This software allows users to produce high quality PDF presentations with ease. This software is very cost effective at only nine dollars per

package. By having Microsoft Office Professional Plus and PDF Complete Corporate Edition Software on the computers, our clients can have the same opportunities to accomplish and produce the high-end work they would normally produce from their office.

Technical Support

With the installation of the new hardware and software in the library, additional tech support will be needed. The clients already use this hardware and software so they should not have too many technical difficulties. Yet, to ensure the feasibility of setup and accessibility of help if needed, tech support would be contracted for three months on a part-time basis of fifty-nine hours per month, roughly fourteen and three quarter hours per week.

Conclusion

The vision of the library is to create a media center with a main feature called the Multi-Task Station. Here, the HP TouchSmart Elite 7320 All-in One PC with expanded RAM will have a dual monitor, the Microsoft Office Professional Plus, PDF Complete Corporate Edition Software, and the business headset. The two HP Compaq Pro 4300 All-in-One PCs will have the Microsoft Office Professional Plus and the PDF Complete Corporate Edition Software and the HP TouchSmart Elite 7320 All-in-One PC will have Microsoft Office Standard edition. This latter PC will mainly be used for research on the Internet using the company's databases or used for a brief amount time such as checking email.

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After reviewing the computers, peripherals, and software, the choices were made for the intent of maintaining a balance between the library and the firm's technological resources. The decisions made were based on the quality and technological-advancement Olsen Consulting Enterprises, while maintaining a focused budget. This setup and update of new hardware and software will be beneficial to our clients and increase their productivity.

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