



Revised 072508

## NJMS Computer Purchasing Guidelines and Supported Systems



### Introduction

The office of Technology Support Services (TSS) has published standards and guidelines for desktop computers. The standards will help minimize training and support costs by using common technology. These standards will also guide departments when making new computing technology purchases and assist in the planning of equipment life cycles.

### Support Timetable

TSS will fully support desktop computers purchased using the approved system standards and guidelines and that are under warranty. TSS support includes diagnosis, maintenance, and repair of hardware / software problems, including local and networked printers. Fully supported systems will receive priority attention.

Computing systems that do not meet standards or are not under warranty will receive partial hardware and software support on an 'as time permits' basis. Partial support only includes those configuration settings necessary for minimum network connectivity.

**TSS does not support computers with older operating systems such as Windows 95, 98, ME or Mac OS 8 or 9 nor any Home versions of operating systems such as Windows Home Edition or Vista Home Edition on the campus network**

### PC Pricing Examples

**NJMS Standard PC** is the Dell Optiplex 755 Minitower: 2.66 GHz Intel Core 2 Duo Processor, Windows XP, 2 GB of Memory, 17 Inch Flat Panel Monitor, 160 GB Hard Drive, 3 year warranty. **Total Cost : \$1,128.00**



#### **Economical Low End Computer:**

Dell Vostro 410: 2.4 GHz Intel Core 2 Duo Processor, Windows XP, 1 GB of Memory, 17 Inch Flat Panel Monitor, 80 GB Hard Drive, 3 year warranty. **Total Cost : \$1066.00**

**Or**

Dell OptiPlex 330 Minitower: 1.8 GHz Intel Celeron Processor, Windows XP, 512K Memory, 17 Inch Flat Panel Monitor, 80 GB Hard Drive, 3 year warranty. **Total Cost: \$714.00**



**Standard Dell Laptop:**  
Dell Latitude D630.  
**Total Cost: \$1322.00**

## Desktop Computer Standards for New Purchases

**Effective Date: 072508**  
**Next Review Date: 020109**

Intel-based computers (Dell Models)

Minimum Standards:

- Processor: 2.0GHz Intel® Core 2 Duo
- Memory: 1GB RAM
- Hard Drive: 160GB
- CD/DVD combo drive
- OS: Microsoft® Windows XP Professional w/SP 3 \*
- Network Card: Ethernet 10/100/1000
- Warranty: 3 Year Parts & Labor Limited Warranty with 3 Years On-Site Service.

Apple Computers

Minimum Standards

- Processor: 2.0GHz Intel® Core 2 Duo
- Memory: 1GB RAM
- Hard Drive: 160GB
- CD ROM Drive: Super Drive
- Network Card: Ethernet 10/100/1000
- Operating System: Mac OS X 10.2.4 and above
- Warranty: 3yr AppleCare protection plan.

### Software Standards

- Windows XP Pro (SP3) and above for connection to campus network \*
- Mac OS X 10.2.4 and above
- Microsoft Office 2003/2007
- Microsoft Office For Mac 2004/2008
- Adobe Acrobat (PDF Reader/Writer)
- Internet Explorer 6 and above, Safari, Firefox
- Symantec Antivirus

**\*Note:** University IST is currently testing for certification of MS Vista and IE7 with all enterprise-wide applications. Neither Vista nor IE7 has been certified for use with all enterprise applications - these include, Banner, My.UMDNJ portal, GroupWise, Sovera, and other Clinical applications. Dell has also pushed back the official cut-off date for shipping computers with MS XP to 10/08. This is subject to change.

### Apple Pricing Examples



#### Standard iMac - 20 inch display

2.0GHz Intel Core 2 Duo Processor. 1 GB memory. 250GB hard drive. Super drive. 3 year AppleCare **Total Cost: \$1,268.00**



#### Standard MacBook - 13 inch display

2.1GHz Intel Core 2 Duo. 1GB memory. 120 GB hard drive. Combo drive. 3 year AppleCare **Total Cost: \$1,182.00**

#### Standard MacBook Pro - 15 inch display:

2.4GHz Intel Core 2 Duo Processor. 2 GB memory. 200 GB hard drive. Super drive. 3 year AppleCare **Total Cost: \$2,038.00**

## **Printer Standards for New Purchases**

TSS will install most standard types of printers (HP printers are recommended) either connected directly to the desktop computer or in a network connected environment. TSS will provide full application and limited hardware support of printers. Additional hardware support is available from University IST / UMDWare at a cost of \$50 / incident.

## **Laptop Guidelines**

If you plan to buy a laptop to use as your primary desktop computer, it should comply with the appropriate new purchase standards. Support for laptop computers is limited to network connection and configuration. TSS will support replacement / repair of components that are easily accessed and do not require special manufacturer's instructions. TSS strongly recommends you purchase a laptop computer equipped for wired and wireless Ethernet access. The following represents TSS's recommendations for laptop computers:

Minimum Standards:

- Processor: Mobile Intel® Pentium® 4 Processor or better
- Memory: 1GB RAM
- External ports: VGA, USB
- Battery: High-Capacity Lithium Ion Battery
- Hard Drive: 80GB SATA hard drive
- CD/DVD RW Combo drive
- Operating System: Microsoft® Windows XP Pro (SP3) \* (see Note above)
- Anti-Virus Software: Symantec
- Warranty: 3 Years Parts & Labor Limited Warranty.

## **Additional Purchasing Guidelines for Faculty**

- Track 1 Purchases: as described above.
- Track 2 Purchases: Principal Investigators can purchase computers that meet the posted minimum hardware, software and network requirements from any reputable manufacturer through the normal UMDNJ purchasing process. However, maintenance and repair of Track 2 purchases is the sole responsibility of the Principal Investigator. IST/TSS support will be limited to providing network access. Requisitions for Track 2 purchases must be accompanied by a signed declaration from the Investigator acknowledging the investigator's acceptance of the conditions. A sample acknowledgment form and statement \*\* will be posted for this purpose. Track 2 purchase requisitions will not be routed through UMDWare but through the normal purchasing process and must meet purchasing standards and requirements.

\*\*Sample Acceptance Statement: The Principal Investigator/faculty member acknowledges that he/she bears sole responsibility for all hardware and software maintenance for computers purchased under Track 2. IST/TSS will provide network access if the computer meets the minimum security standards posted by IST/TSS.

- Computer Peripherals, Supplies and Accessories: These items can be purchased through the normal UMDNJ purchasing process from any reputable vendor, and may or may not be channeled through UMDWare at the PI's discretion.
- Tract 3 Purchases: Purchases of non-Windows/Apple operating systems will be supported for network access only and must meet settings necessary for minimum network connectivity and security.