

## Computer/Printer Standards

With our growing needs at SLCC, it has become necessary for OIT (Office of Information Technology) to standardize computers and printers in order to provide the college with efficient support. In doing so, we have selected several Dell computer and HP printer models to meet the differing needs of the College.

### Computers:

#### Dell Computers:

Dell has updated their website for SLCC and provided us with discounted prices for the computers. To see a list of the available models or to generate a quote please follow the below process:

1. Go to the customized Dell website for SLCC:  
([http://premier.dell.com/premier/acc\\_lgn.asp?661AC4A8DD7544F617EFF0F06339AB614AD3917E386AB5A5ACB66F2E2FA152B89896AA26D6E042AD](http://premier.dell.com/premier/acc_lgn.asp?661AC4A8DD7544F617EFF0F06339AB614AD3917E386AB5A5ACB66F2E2FA152B89896AA26D6E042AD))
2. Click on Customize under the desktop or laptop of your choice.
3. Make any configuration changes, if necessary.
4. The system automatically updates the price for you.
5. Click on Save as E-quote. Enter your name, e-mail address, E-quote name (your name or the person's you are ordering for), and description (i.e. Latitude D600).
6. In the "Send this E-quote to your Authorized Buyer" fields, enter name: Martha Wilding, E-mail: martha.wilding@slcc.edu, and click on Continue.
7. This will generate a quote number. Write down the number and click E-quotes at the top of the screen.
8. Enter the E-quote number and either your E-mail address or E-quote name and click on Continue.
9. Click Retrieve E-quote and print for your records.
10. Input a requisition and include the quote number in the description.

Our Dell Rep is DeeDee Ramirez, 1-512-726-3740, DeeDeeRamirez@Dell.com

Apple Computers All Apple Hardware Purchases should go through Campus Bookstore. (Make sure to put in a requisition through purchasing)

#### Base Configuration

- 512 MB Ram – Extra Ram beyond base configuration should be purchased separately from Crucial through Campus Bookstore. (Cost savings of approximately \$50.00 / machine)
- Super Drive ((DVD-R/CD-RW)
- Hard Drive – default configuration for all models.
- Apple Care Protection Plan (APP) (3-year warranty)
- OS Maintenance (3-year) on purchase of 5+ machines

#### Basic Labs

- 17-inch iMac

#### High-end Labs / Video Editing

- Dual 2. PowerMac G5s.
- NVIDIA GeForce FX 5200 Ultra (Base Video Card)
- No Modem
- Purchase monitor separately from other vendor (non apple) with 3 year warranty (cost savings 25%)

## Student Use Laptops

- 14-inch I-Book

## Faculty Laptops

- 15-inch PowerBooks

**If you need help with computer configurations, please call the Help Desk (x5555 or [helpdesk@slcc.edu](mailto:helpdesk@slcc.edu)) and they will assign someone to assist you.**

## Printers:

Below are the printer standards. Control + Click to follow the HP link on the printer of your choice to view all of the available options (i.e. HP 4250 ~\$899). Input a requisition and Purchasing Services will shop around for the best price.

### Standard Network Printer

HP 4250n series Starting ~\$1,200

- Black: Up to 45 ppm • Resolution: 1200 x 1200 dpi
- Paper trays: up to 5 input tray(s)
- Paper input capacity: Up to 3100 sheets
- Monthly volume: 200,000 pages

### Network/Workgroup Printer/Copier/Scanner/Fax

HP 4345n series starting ~\$2,500

(There's a stand for the entry level model we'd recommend):

- Black: Up to 45 ppm
- Paper trays: Up to 5 input tray(s)
- Paper input capacity: Up to 2100 sheets
- Monthly volume: Up to 200,000 pages
- Scanner: Flatbed, automatic document feeder (ADF)
- Automatic document feeder: Standard, 50 sheets

### Color Network Printer

HP 4650n series Starting ~\$1,700

- Black: Up to 22 ppm
- Color: Up to 22 ppm
- Monthly volume: Up to 85000 pages
- Paper trays: Up to 4 input tray(s)
- Paper input capacity: Up to 1,600 sheets

Any deviations from the above computer and printer standards will need to be approved. Please contact the Help Desk (x5555 or [helpdesk@slcc.edu](mailto:helpdesk@slcc.edu)) and someone be assigned to assist you.

**Input a requisition with the above information for Purchasing Services to process.**