

Campus Technology Standards

Computer Workstation Suggestions for Faculty and Staff Acquisitions

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Recommended Standards

Annually the university develops a recommended baseline workstation configuration to ensure that faculty, staff, and students can effectively participate in the educational programs and work of the university; the recommended standards may be revised periodically to reflect new developments and pricing. The recommended standards for workstations strike a balance between hardware and software available and useful at the time and foreseeable upgrades and new developments that may occur in the near future, both of which are constrained by the resources available. These standards are offered as suggestions to faculty, staff, and departments who may be considering the acquisition of a new computer, either for the university or home work environments. These "standards" inform our university technological planning and perhaps dramatize the gap between where our resources allow us to be now and where we indeed need to be as soon as possible. Clearly, also, rapid developments in the technological areas make fixing standards for very long an impossible task, whether in terms of power needs or cost factors. The standards below are what we currently are using and are consistent with systemwide CSU hardware and software standards being developed. These standards provide for optimal participation in the technological work and learning environment now being built.

Currently, the university recommends baseline lease or purchase configurations for Windows 95 and for Macintosh System 8 workstations for most needs:

	Desktop	Laptop
Windows 95 Platform	Minimally a Pentium 233 MHz workstation, 32 Meg RAM (64 recommended), 4 GB of hard disk space, 17" color monitor, 56.6+ kbs modem, CD-ROM and multimedia, and a color inkjet printer.	Minimally a Pentium 166 MHz workstation, 32 Meg RAM (64 recommended), 3.5 GB of hard disk space, 12" color 800x600 display, 56.6+ kbs modem, CD-ROM and multimedia, 10Base-T Network interface, and a color inkjet printer.
Macintosh Platform	Minimally a PowerMac 233 MHz G3 processor, 64 Meg RAM, 4 GB of hard disk space, 17" color monitor, 56.6+ kbs modem, CD-ROM	Minimally a PowerBook 250 MHz G3, 32 Meg RAM (64 recommended), 5 GB of hard disk space, 12.1" color 800x600 display, 33.6+ kbs

	and multimedia, and a color inkjet printer.	modem, CD-ROM and multimedia, 10Base-T network interface, and a color inkjet printer.
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What about older computers?

A new computer gives some assurance of not becoming obsolete in the next 4-5 years. However, if you already have one, older computers may very well enable you to meet your needs for now and in the next year or two.

Whatever computer workstation is selected, home workstations should have a relatively fast modem (e.g., 56.6 kbs or better), a CD-ROM, and a printer, and be capable of reading and saving files for such programs as Netscape 4.0 and Microsoft Office 97 (including Word, Excel, and PowerPoint). A new version of Microsoft Office for the G3 Macintosh computer generation is now available.

The older Windows 3.1 and System 7 operating systems will continue to enable access to the university network and the Internet for some time, but are rapidly becoming obsolete.

	Recommended for New Purchases	Still Compatible Older Software Programs
<u>Office Productivity</u>	Microsoft Office Pro 97 (Word, Excel, PowerPoint, Access)	Word 6.0, Excel 5.0, PowerPoint 4.0
Internet	Netscape 4.0	Netscape 3.0
Operating System	Windows 95 for PCs System 8 for Macs	Windows 3.1 for PCs System 7+ for Macs
Graphics	Graphics Converter Plus (public domain)	Program that can read and write JPG and GIF files
File Conversion	Conversions Plus 4.0, or MacLink Plus 4.0	
Virus Protection Software	Current program such as Norton's Anti-Virus	

File compatibility is a critical concern. People using other programs (e.g., Microsoft Works) will likely experience difficulty using files these programs produce in university computer labs and in collaborative work with colleagues and staff. What is most critical is that the computer can read files from (i.e., make use of files in that format) and write files to (i.e., produce files in that format) the recommended university-wide standards. File conversion programs (e.g., Conversions Plus 4.0) may enable persons on an older computer with older software to use and produce files well enough to complete many tasks, but this solution does add complexity and difficulty in what should be routine use.

University Resources

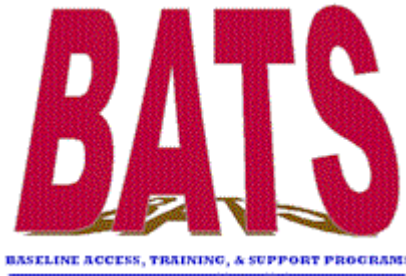
The [University Kennel Bookstore](#) has a variety of lease and purchase packages available to help faculty, staff, and departments acquire the needed hardware and software.

Off-campus access. Faculty and staff of course have 24-hour access via off-campus modem connections to the university network, including an e-mail account on Zimmer, text access to the Internet (e.g., Gopher and Lynx), and access to the University Library's ALIS and periodical databases. This resource includes the capability for each faculty and staff member to establish and maintain homepages on the Internet in their Zimmer accounts.

Faculty and staff also have the opportunity for high-speed (up to 56.6 standards) graphics access to the network and the Internet through the University's Central Valley Internet Project (CVIP) which now provides several programs (e.g., Netscape for Internet and e-mail management, as well as Telnet and FTP.) The university will endeavor to provide these resources at cost; the cost for individual faculty and staff subscriptions is currently offered at \$8.30 a month; beginning Fall 1998, the rate will be \$9.95 a month for unlimited access.

Faculty or staff living or traveling outside the Fresno telephone local-service area may access e-mail via Telnet. Through an Internet provider (e.g., AOL, Netcom, Lightspeed, PacNet, etc.), e-mail can also be accessed with the appropriate address, UserID, and password via a standard internet browser (such as Netscape) from virtually anywhere in the world.

On-campus access. The university minimally provides a 9600 baud direct connection to the CSUF Network in all faculty and staff offices. Fresno State is in the last stages of a multi-year project to upgrade those connections to a 10M ethernet standard. Please note that a few university buildings have infrastructure problems we are endeavoring to solve.



The California State University has entered into a Campus Enterprise Agreement (CEA) with Microsoft that will provide software for thousands of CSU students, faculty and staff. The distribution procedures are different for faculty and staff members than for students. For faculty and staff, this software may be installed on computers both the campus office and at home. For the convenience of faculty, the follow Microsoft software is now available on CD-ROMs at cost (\$5 a disk) either at the [CVIP](#) office (at corner of Barstow & Cedar) or the University Student Union ticket & information desk:

Office 2000 Premium (includes FrontPage, Publisher, and PhotoDraw)

Office 97 Professional for Windows 95/98/NT

Office 98 for Macintosh

Windows 98 Upgrade

Windows NT Workstation 4.0 Upgrade

FrontPage 98 for Windows &
FrontPage 1.0 for Macintosh

Visual Studio 6.0

Faculty and staff may also contact their school technicians for installation of this software. California State University, Fresno has many other software licenses, detailed at <http://www.csufresno.edu/ITS/soft.html>

Training: Faculty and staff may obtain training in the use of the software in various ways:

1. Each program itself has instructional materials, help menus, and wizards that will help you learn the programs quickly.
2. The Library has an instructional program offering workshops designed to develop the information competencies needed today.
3. The Academic Innovation Center offers many [workshops](#) providing training in the use of various software.
4. The California State University system has acquired the use of CBT Systems courseware to facilitate development of competencies in the use of hardware and software. CBT means "computer based training." Over 300 courseware programs are available, either for "liveplay" via the Internet or downloading & use on your individual computer. See the Fresno State "CBT portal page" for a description of how to begin using this resource.
5. If you encounter serious problems or questions, you may contact the Help Desk by telephone at 278-5000 or by e-mail help@csufresno.edu.