

OCONEE COUNTY TECHNOLOGY STANDARDS

Hardware Standards:

1. Computer hardware must be compatible with the standard operating system software (see table below). Compatibility can be verified by searching the Microsoft Hardware Compatibility List: <http://www.microsoft.com/hcl>.
2. Computers should be configured with no less than the resources recommended by the operating system developer, e.g., memory and processor speed.

Hardware Upgrade and Replacement Guidelines:

When County-standard operating system and office automation software are upgraded, some older computers will not have the capacity to run the new software versions with acceptable performance. If a computer configuration falls below the minimum resources recommended by the software developer for the current standard operating system and business software, it should be upgraded (increase memory, disk storage, etc.) or replaced.

As a "rule of thumb", if upgrading a personal computer costs more than 50 percent of the price of a replacement PC, replace the PC.

Oconee County Replacement Schedule:

Oconee County has implemented a three-year preventive maintenance replacement schedule for all personal computers.

Software and Network Connectivity Standards:

The recommended software and network connectivity standards for office automation and e-government applications are presented in the table below.

Compliance with Software and Network Connectivity Standards:

Countywide standards help us manage the cost of owning and maintaining information technology, and facilitate communication and collaboration throughout the enterprise. Keeping our standards current protects our investment in technology and human resources. The efficient use of human resources, both technical and non-technical, remains a driving force behind standardization.

It is the County's goal that nonstandard software and network connectivity that is not mandated by State or Federal authorities will be phased out as soon as possible. These standards will be reviewed annually and updated as necessary to ensure that they are consistent with advances in technology.

Impact of Implementing Recommendations:

Once fully implemented, these standards will:

- reduce the total cost of ownership of County computer systems on a per unit basis
- provide an environment which will enable the County to implement new systems with a minimum of upgrades and additions
- provide an infrastructure which allows all County employees to communicate via electronic mail and schedule meetings via a shared calendaring system.

- provide an infrastructure which allows the County to build and deliver web-based e-government applications to our internal and external customers.

Achieving these standards will involve changes to both computer technology and people. Departments and citizens will need to be aware of the cultural change that implementation of these standards may bring to their organizations and the local community in order to plan ways to help with the adjustment (i.e., training, user manuals, conversion of existing systems, support needs, etc.).

AREA	STANDARD
Operating Systems (PC and server)	Microsoft Windows 2000, 2003, XP platform
System Management Software	Microsoft System Management Server
Messaging and Collaboration Server Software	Microsoft Exchange Server, Microsoft Live Communications Server
Office Automation Suite:	Microsoft Office Professional
Calendaring/e-mail	MS Outlook
Word Processor	MS Word
Spreadsheet	MS Excel
Database	MS Access
Presentation Graphics	MS PowerPoint
Document Imaging/Management Software	AIG Document Management
Database Server Software	Microsoft SQL Server
E-Government Application Development and Support Software	Microsoft .Net forms, BackOffice, FrontPage, and Internet Explorer Browser products
Antivirus Suites	Panda Antivirus
Network Protocol	TCP/IP
Network Topology	Switched Ethernet