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Your Guide to Innovative
Information Solutions

August 30, 2006

System Report: 1 of 7 total

System Location: Front Reception Desk

System Description: IBM NetVista White Tower Model A420

Security Notes: System can be easily compromised from within the office using the “guest” account feature which is currently turned on and does not require a password of any kind.

System is currently running a file-sharing software program which can degrade internet performance and may open Legault & Sons to copyright violation lawsuits.

Virus checking is installed and current to August 30, 2006.

Windows patches are current to August 30, 2006.

Stability Notes: System is approaching full hard drive capacity and may begin to crash or freeze shortly.

Performance Notes: System has only 256 Megabytes of RAM. Using Microsoft Office and XP products would be significantly enhanced with the addition of at least another 256 Megabytes – slots are available for this upgrade.

System’s hard drives are approaching capacity. A larger drive installation or the removal of some applications / data should be considered in the short term.

Recommendations: *Immediate priorities in **red**. Moderate needs in **amber**. Longer term needs in **green**.*

Turn off “guest” account access.

Cost: Labour only – minimum bill.

Remove file-sharing software and create policy limiting / prohibiting its use.

Cost: Labour only – minimum bill.

Install additional 256 Megabytes of RAM

Cost: Parts - \$ 45.00 Labour: minimum bill.

Clean up data or applications on existing hard drives to create additional space.

Cost: Labour only – minimum bill.

OR

Install 160 Gb hard drive to replace existing small drives:

Cost: Parts - \$ 185.00 Labour: 2 Hours including full data transfer