



# Appendix E: Workstation Inventory

## Hardware Information

Brand & Model: \_\_\_\_\_

Processor Type: \_\_\_\_\_ Speed: \_\_\_\_\_

Hard Drive Capacity: \_\_\_\_\_

Hard Drive Free Space: \_\_\_\_\_

Memory (RAM): \_\_\_\_\_

Does this computer have:

- |                    |                              |                             |
|--------------------|------------------------------|-----------------------------|
| CD-ROM drive       | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| CD-RW drive        | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| DVD drive          | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Tape Back-up drive | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Other              | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Is this computer on a LAN?  Yes  No

Does this computer have a modem attached to it?

Yes  No

Brand/Model: \_\_\_\_\_

- Internal  External
- 56 kbps  28.8 kbps  14.4 kbps
- other: \_\_\_\_\_

Is there a printer connected *directly* to the computer?  Yes  No

Brand/Model: \_\_\_\_\_

Shared on LAN?  Yes  No

Is there a scanner connected *directly* to the computer?  Yes  No

Brand/Model: \_\_\_\_\_

Is there a back-up/extra drive attached *directly* to the computer?  Yes  No

Brand/Model: \_\_\_\_\_

## Web Access

- Dial-up  LAN  None

## Software Information

Operating System:

- Windows 00  Windows 98
- Windows 95  Windows 3.x
- Mac OS Version: \_\_\_\_\_
- DOS Only (no Windows)
- Other: Version: \_\_\_\_\_

Email Software:

- Eudora Pro Version: \_\_\_\_\_
- Eudora Version: \_\_\_\_\_
- Microsoft Outlook  97  98  00
- Microsoft Outlook Express
- AOL Version: \_\_\_\_\_
- Netscape Mail/Messenger Version: \_\_\_\_\_
- Other: Version: \_\_\_\_\_

Web Browser:

- Netscape Navigator
- Netscape Communicator
- Microsoft Internet Explorer
- Other:

Word Processor: \_\_\_\_\_

Version: \_\_\_\_\_

Spreadsheet: \_\_\_\_\_

Version: \_\_\_\_\_

Desktop Publishing: \_\_\_\_\_

Version: \_\_\_\_\_

Database: \_\_\_\_\_

Version: \_\_\_\_\_

Utility Software: \_\_\_\_\_

(ex. Anti-virus software, Norton Utilities)

Version: \_\_\_\_\_

Other Software: \_\_\_\_\_