

# Technology Planning

What are the essential tools  
needed to build an IT  
infrastructure?



# Sizing IT for Your Business

- ✦ What is your current business size?
- ✦ What is your anticipated business size?
  - Look for solutions that can grow with your business (know the limits)!
  - Do you need a custom solution?
- ✦ What's included in the Technology spend?
  - Computers
  - Printers
  - Server services (Web, database, file services)
  - Removable drives (usb key, hard drives, etc.)
  - Copier / Scanner
  - Card Readers
  - Fax Machines
  - Digital Camera's
  - PDA devices
  - Postage Machines
  - Telephone Systems / Skype, VOIP
  - Television Systems
  - Projector system
  - Firewall
  - VPN services

# Software for Business

## Business Management

- Office Suite ( Word, Excel, Outlook, Powerpoint, MS Access)
- Word Perfect
- Open Office ( suite similar to MS Office, but maintained as “Open Source”)
- Firefox, Opera ( Browser )
- Quick Books – Series ( QB Pro, Warehouse – Inventory )

PLEASE  
BACKUP  
YOUR DATA

!!!!!!!



# Business Size 1 – 5 Employees

## ◆ Computers Operating System Choice

- Local store computers not really designed for business use
- Windows, Mac, Linux (may be software dependent)

## ◆ Printer Selection (MFP, Single use)

- Laserjet v/s Inkjet (overall ink is more expensive)
  - ◆ Laserjet is usually faster
  - ◆ B/W Laser is cheaper, but color laser can be quite expensive
- Small MFP printers are more problematic.

## ◆ Antivirus

- Antivirus/Firewall (total internet security) products can reduce the performance of your computer.

# Business Size 1 – 5 Employees

- ◆ Will you be connecting to the internet?
- ◆ A Firewall is a must have device when connecting to the internet!
- ◆ Software firewalls are acceptable for smaller business with fewer than 5 employees
- ◆ Hardware Firewalls cost range from about \$60 to several thousand dollars.
- ◆ Good Firewalls have subscription services than can block spam, spyware, and other harmful data packets from entering your network.

# Business Size

## 6 or More Employees

### ◆ Computers Operating System Choice

- Local store computers not really designed for business use
- Windows favored as a result of current software integration

### ◆ Printer Selection (MFP, Single use)

- Laserjet v/s Inkjet (overall ink is more expensive)
  - ◆ Laserjet is usually faster
  - ◆ B/W Laser is cheaper, but color laser can be quite expensive
- Small MFP printers are more problematic.

### ◆ Antivirus

- Antivirus should be limited to virus only protection.

# Business Size

## 6 or More Employees

- ✦ A Firewall is a must have device when connecting to the internet!
- ✦ Hardware Firewalls cost range from about \$600 to several thousand dollars.
- ✦ A Good Firewall will have an annual subscription service that can prevent spam, spyware, and other harmful data packets from entering your network.

# Business Internet

- ✦ The internet is an excellent medium for selling goods and services.
- ✦ Browser accessible web pages can be viewed globally 24 hours per day.
- ✦ For E-Commerce purposes a web site must be secured via data encryption technologies (HTTPS) using digitally signed certificates.

# Business Internet

- Static web pages can be developed using consumer software such as Front Page, DreamWeaver, CoffeeCup, etc.
- Static information must be updated manually as the need arises.
- Pages can be used for viewing data and providing contact information

# Business Internet

- ✦ Dynamic web environments are much more involved and costly to setup
- ✦ Can be easier to maintain/update
- ✦ Can provide much more information about the contents of each item listed
- ✦ Typically involve some type of database connectivity

# Business Internet

- ◆ Web Server
- ◆ Purchase Domain Name and Domain Hosting from low cost provider
- ◆ Consider web hosting to provide initial infrastrucure
- ◆ Variety of pricing models, etc.
- ◆ Consider Paypal, or other E-Commerce payment services

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