

# GUIDING PRINCIPLES: FOR LAPTOPS, PC AND TABLETS



When it comes to acquiring computer equipment, sometimes a small decision can have expensive consequences. Many brands and models of laptops, tablets and PCs are ill-suited to business... with slow repair service, disappointingly breakable hardware, poor performance, or incompatibility with the network. Below are our guiding principles to help you make smart choices when selecting laptops, tablets and PCs.

## 1

### Enterprise-Class Technology:

Devices are designed and manufactured to be either consumer or enterprise class devices. Enterprise class machines typically have more processing power and storage capacity than consumer devices and are built with more reliable components for extended durability. With enterprise class machines, your users are equipped with devices designed for all-day business and long-term use, as well as have options from manufacturers for extended service warranties.

*NOTE: Avoid "Home" operating systems on Enterprise-class devices.*

#### Baseline recommendations for a machine include:

- Professional or Enterprise operating system(s) – choose based on your software requirements and personnel preference
- i5 processor or better (i7, i9, etc.) – ideally current generation but never more than 2 generations old
- 16 gigabytes of RAM
- Solid-state drive (SSD) – consider at least 256 GB for basic use, and 512GB or more for dealing with large files
- Trusted Platform Module (TPM) 2.0
- Battery life – aim for at least 8 hours

## 2

### Appropriately sized device according to intended use:

Choose the right device (laptop, tablet, PC) and applications to meet the needs of its intended user. The better the match, the more likely people will be to use it productively and for the long-term. To determine the best hardware / software for each user, consider the following:

- Processing Power
- Weight
- Portability
- Screen size and resolution
- Touch screen capabilities
- 10-key number pad
- Role-specific software (Accounting, Engineering, etc.)
- Compatibility with additional add-ons (monitor, docks, power adapters and others)

### Successful Laptops, Tablets and PCs solutions have all these characteristics

- ✓ Enterprise-Class Technology
- ✓ Appropriately sized device
- ✓ Supported and Warrantable
- ✓ Budget-friendly
- ✓ Designed for Lifecycle Management

# GUIDING PRINCIPLES: FOR LAPTOPS, PC AND TABLETS (CONT)



## 3 Supported and Warrantable:

Laptops and tablets are built with proprietary parts that can be difficult to obtain without warranty coverage. Further, these portable devices experience shocks, bumps, drops, heat, cold and other varying elements. When purchasing warranties for these devices, we recommend that you:

- a. Opt for warranty at time of purchase
- b. Check for extended warranty options
- c. Verify the device is compatible with current operating systems by reviewing system requirements
- d. Consider purchasing accidental damage

protection (ADP). This is a business decision based on risk tolerance, but ADP coverage can be valuable especially for higher-end laptops. Screen replacement without ADP can range from \$500-\$1000+

## 4 Budget:

Consider your needs in comparison with what you're willing and able to spend on new devices. High-performance machine cost more up-front but also ensure you don't overpay for features you don't need and ultimately end up not using.

## 5 Lifecycle Management:

Your technology needs will change over time. To make sure your equipment remains up to date, implement a regular cadence for replacing or refreshing devices to ensure your business has the necessary resources today as well as in the future. When developing a device refresh plan, consider which devices are most in need of replacement in regard to growth, upcoming software updates, increasing performance demands and overall machine health.