



HVERFORD

Academic Computing Center

Haverford College
Haverford, PA 19041
610-896-1480

<http://www.haverford.edu/acc>

helpdesk@haverford.edu

June 19, 2009

Dear Student,

Welcome to Haverford.

New students and their parents often have questions regarding computers and related technological services. This letter introduces you to Haverford's Academic Computing Center (ACC) and outlines what you can do this summer to prepare for your technology needs at Haverford. The ACC web site, <http://www.haverford.edu/acc>, provides detailed information including up-to-date computer recommendations beyond those summarized in this letter. You can access this letter as well as all links mentioned below from our sales web site, <http://www.haverford.edu/acc/sales>.

Academic Computing supports the use of computers in your Haverford education. You will learn about many of the services and resources we offer in our required on-line *technology orientation*; you can complete this any time over the summer or your first day on campus. We will provide further information, as well as access to our resources, when you arrive in the fall. Please note that you will not have access to most of the resources described in the orientation until August 26.

To prepare for the beginning of classes, we suggest you follow the steps below.

1. **Select a recommended Apple or Dell computer system by early August.** Most Haverford students bring a computer to campus. We suggest you bring a recommended model. If you have an existing system you wish to use here, read our *Computer Support Policy for Students*, http://www.haverford.edu/acc/docs/policies/dorm_support.html, to learn the level of support for which that system is eligible. Understanding and complying with our system requirements will simplify your computing experience at Haverford.

The table below shows our base recommended Apple and Dell configurations, based upon the products and prices available when this letter was written. However, the computer industry changes rapidly. Please review our referenced web pages to learn more. Sometimes details of our recommendations change because of price or model changes in the Dell or Apple product lines. In any case, the recommendations in this letter will serve as a good starting point when selecting a system. Any Dell or Macintosh system similar to or better than these will be fully supported in accordance with our *Support Policy* for your four years at Haverford.

DELL COMPUTER RECOMMENDATIONS	APPLE COMPUTER RECOMMENDATIONS
<p>For online orders and additional information, see http://www.haverford.edu/acc/sales/dellbuy.html</p> <p>To order from Dell by phone call, 1-888-987-3355 Reference Member ID: KS37937151</p>	<p>For online orders and additional information, see http://www.haverford.edu/acc/sales/macbuy.html</p> <p>To order from Apple by phone, call 1-800-692-7753</p>
<p>RECOMMENDED FOR MOST STUDENTS WHO PREFER THE WINDOWS OS</p> <p>Dell Latitude E5400 Operating System: Windows Vista Business Processor: Intel Core 2 Duo T7250, 2.00GHz, 2M L2 Cache, 800MHz FSB Display: 14.1 inch Memory: 2 GB Hard Drive: 160 GB Graphics: Mobile Intel® Graphics Media Accelerator 4500MHD Optical Drive: 8X DVD+/-RW Wireless: 802.11a/g/n Warranty: 4 Year Limited Warranty plus 4 Year NBD On-site Service and CompleteCare Weight: 5.8 lbs (varies depending upon exact config) External Drive for Backup: LaCie 250 GB Rugged External Hard Drive APPROXIMATE LAPTOP COST: \$1200</p>	<p>RECOMMENDED FOR MOST STUDENTS WHO PREFER THE MAC OS</p> <p>MACBOOK, 13-INCH, WHITE Operating System: Mac OS X Leopard (10.5) Processor: 2.13 GHz Intel Core 2 Duo Display: 13.3 inch Memory: 2 GB Hard Drive: 160 GB Graphics: NVIDIA GeForce 9400M graphics Optical Drive: SuperDrive 8x (DVD±R DL/DVD±RW/CD-RW) Wireless: 802.11a/b/g/n Warranty: 3 year AppleCare Protection Plan Weight: 5.0 lbs (varies depending upon exact config) External Drive for Backup: LaCie 250 GB Rugged External Hard Drive APPROXIMATE LAPTOP COST: \$1275</p>
<p>OTHER RECOMMENDED OPTIONS: Dell Latitude E6400—14 inch laptop, but lighter than E5400 with better components Dell Latitude E6500 —15 inch laptop, similar components to E6400, but still lighter than E5400 Dell Optiplex 760—Desktop option.</p>	<p>OTHER RECOMMENDED OPTIONS: MACBOOK PRO, 13" OR 15" ALUMINUM—Faster, lighter, more expandable than the White MacBook iMac, 20" or 24"—Desktop options.</p>

2. **Make sure you own a valid license for Microsoft Office**, including current versions of Word, Excel and PowerPoint. Academic Computing has an arrangement with Journey Education Marketing that allows you to buy discounted licenses for Microsoft Office. We recommend **Microsoft Office Standard 2007 for Windows** (\$69.98 plus shipping) and **Microsoft Office 2008 for Mac** (\$84.98 plus shipping). Microsoft requires that you buy a separate copy for each person running Microsoft Office; it is illegal to install a copy of Microsoft Office already used by a family member or friend. Order online at <http://www.selectstudent.com/aicup> or call 800-874-9001 and give priority code **MSIN015**.

Please note that there are some compatibility issues between Microsoft's current Office products, 2007 and 2008, and earlier versions. Watch for information when you arrive on campus.

3. **Select a printer, if desired.** Although printing is available in the computing labs and libraries on campus, some students like the convenience of a personal printer. ACC does not have a specific printer recommendation. Both Apple and Dell offer printer options with their systems, often at promotional pricing. If you wish to look at options when selecting a printer, check your local office supply or computer store. Macintosh users should review the printer specifications to make sure it will work with your version of the Mac OS. New Macintosh computers have Mac OS X Leopard 10.5.
4. **Protect your computer** by installing anti-virus software and applying all critical updates for your operating system, Microsoft Office, and other software. See <http://www.haverford.edu/acc/protect> for details.
5. **Complete your technology orientation and required Blackboard quiz.** Students who complete the quiz before 8:00 AM Tuesday, August 25 will be entered into a drawing to win a nifty prize. Last year we gave away an external hard drive, a couple of thumb drives, and a Woody Allen video. The orientation starts at <http://www.haverford.edu/acc/docs/general/orientation>.
6. **When you arrive on-campus, go through non-academic registration as directed.** When you get to **the Academic Computing Center station** you can do the following:
 - a. **Get instructions** for setting up your computer and accessing services such as networked file storage and your personal web site. We will also provide important information about Microsoft Office compatibility.
 - b. **Receive credit for your completed required Blackboard quiz**—or instructions on where and how to complete this quiz.
 - c. **See the results of the technology orientation raffle**—and perhaps pick-up your prize!
 - d. **Purchase a \$10 network cable** (CAT5e Ethernet), guaranteed for your four years at Haverford.
7. **Set up your computer.** Residential Computing Consultants (RCCs) will be available in the dorms to provide help if needed. If you had your computer shipped to Haverford, you may pick it up in the Campus Center's mail center.

Read our *Frequently Asked Questions* web page, <http://www.haverford.edu/acc/sales/salesfaq.html>, for more information. You may also contact Academic Computing by emailing helpdesk@haverford.edu, or calling the Help Desk at 610-896-1480 during normal business hours.

Have a great summer. We look forward to meeting you in August!

Sincerely,

The Academic Computing Center Staff