

Desktop Task Force Minutes January 11, 2006, 2:00 PM

In Attendance

Ben, Travis, Jake, Mike S., Mark, Kim, JoAnn, LeRoy, Gordon H., Jay, Robert, Gerald, Gordon C., Ryon, Brett, Paul, George

JoAnn: We have over 1000 computers registered with ZEN, and the drive mapping change has gone well. Think ahead this year of what you would like to want to see Desktop Task Force accomplish and bring them to JoAnn. These should be campus wide issues.

1. WSUS Server – Leroy

We have a windows server that will now update servers and desktops. The windows updates servers can be updated just get with LeRoy. But you need to rename Desktops to the new standard Dept-INV# first. Once all your computers are renamed patches can be pushed to the containers when they are all ready.

2. (Mike Simpson)

a. Edge switches 6024 or 6124

He gave a demonstration on how to access these.

- The Username is guest with no password to get in.
- Once you log in, the management set up gives you the IP setup of the switch.
- You can use the IP connectivity test.
- You can check on the port status.
- There is a manual on how to use this interface.
- If you have a stack unit there is an area for this.
- There is a port configuration status module to look at them.
- Cancel brings you back to the main menu.

A lot of these options come automatically.

3. Zen Report - Jay Jones

a. Naming Standard Discussion

The naming convention is dept-inventory number. In the description put username-room number. For multiple users just put the room number.

b. ZEN report review - Jay

You can request reports in this if they have been made or contact Jay and he can create a specific report for you. You can get a log in or have them go in for you. Jay demonstrated how to get into ZEN, and discussed how to navigate through the program. If you try to scan a computer and it will

not scan call Jay and he will look into it. The report is very beneficial it shows information on the desktops in your areas. You can make a report to find out what software is on each, what drives are mapped, what hardware is on each, etc. As you go through the reports you can also click on an area of the report and it will give more in-depth detail. The features are almost endless with this program; you can run a report on everything in the system. **This was an expensive tool; JoAnn recommends that everyone take the time to see what this program can do for them.**

4. **DELL – JD Parady** Agenda listed below for the presentation on January 19th in SC213B at 2:00 P.M.

Agenda

1. Intel Processor Roadmap as an ROI tool.
2. Dell Product Roadmap and how it lowers TCO.

(This meeting has been cancelled until further notice)

5. Other

- a. **Mapping Changes Concerns/Comments**, There is a registry key that the helpdesk tested that changes the drive mappings so the letter shows first. **It was decided to push it out to everyone.**
- b. **Minimum Hardware Standards**, There is an approval from the steering committee on the following;

PIII 1 gig

13 gig

256 RAM
- c. Xerox 8400 phazer N color network printer is a great printer and they give a great starter kit when purchased. They cost is approximately \$1000.00. You will save a lot of money on ink cartridges with this product. It is faster and has better quality than HP. They do carry them in the bookstore. They are approved to purchase. **JoAnn will set up a demo.**
- d. JoAnn said Gateway is sending her a tablet PC. It will be in her office next week if anyone would like to take a look at it.

Assignments:

1. ZEN was an expensive tool; JoAnn recommends that everyone take the time to see what this program can do for them.
2. JoAnn will set up a demo with the Xerox 8400 phazer N color network printer.

Meeting adjourned 3:45 PM

NEXT MEETING: Wednesday, February 8, 2006