

## **Business Technology Tool/Equipment List**



### **Required for program of studies:**

- Accounting
- Business Administration
- Entrepreneurship
- Office Assistant

### **Notebook Computer Minimum System Requirements**

Estimated costs of the notebook computer will range from \$500-\$1,000 depending on the model and features preferred by the student.

#### ***Software:***

- Licensed Windows 7 or 8 operating system
- Licensed Microsoft Office 2013 Professional (Word, Excel, Access, & PowerPoint)
- Available for purchase in the college bookstore (matriculating students only)
- Licensed and up-to-date antivirus

#### ***Hardware:***

- 1 gigahertz (GHZ) or faster 32-bit (x86) or 64-bit (x64) processor
- 4 gigabytes (GB) RAM (32-bit) or 4 GB RAM (64-bit)
- 200 GB hard disk drive or greater
- With 20 GB unused space
- DVD-ROM drive
- CD-R writer/DVD reader or DVD-R writer suggested
- Wireless 54g network adapter
- Working battery (1 hour runtime minimum) with AC power supply

#### ***USB flash drive***

#### ***Wireless mouse***