Northern Maine Community College
Business Technology Tool List
Academic Year 2023-2024

Required for program of studies:
- Accounting
- Business Administration
- Entrepreneurship
- Network Administration & Cybersecurity
- Office Assistant

Laptop Computer Minimum System Requirements
Estimated costs of the laptop computer will range from $500-$1,000 depending on the model and features preferred by the student.

Software:
- Licensed Windows 10 operating system
- Microsoft Office 365 or 2019 Professional (Word, Excel, Access, & PowerPoint)
  - Available for free download through Office 365 account (matriculating students only)
- Licensed and up-to-date antivirus

Hardware:

Minimum Requirements	Recommended Requirements
Intel i3 processor or faster	Intel i7 Gen 8 or greater processor
4GB of RAM	8GB of RAM
500GB Hard Drive	500GB SSD
Wireless networking	Wireless networking
Battery with at least 1.5 hours or runtime	Battery with at least 3.0+ hours or runtime
Web Camera, Mic, and Speakers (Video Conferencing)	Web Camera, Mic, and Speakers (Video Conferencing)

We do not recommend:
Macs or iPads
Chrome books
Windows S mode laptops

Optional:

USB flash drive (for moving files)
Wireless mouse
DVD Drive