Office of Information Technology Standard

Personal Computing: Operating System

Definition(s):
The desktop operating system (OS) is the basic control software necessary to run computers. The OS controls most internal operations on a desktop computer including basic I/O operations such as reading and writing to/from memory and storage devices such as hard disk drives, floppy drives and CD-ROM drives. It controls the video display, keyboard, mouse, infrared control devices, printers, scanners, and communication devices such as modems and network interface cards. The OS includes communication protocols including the TCP/IP protocol that makes it possible to access the Internet for e-mail, file access/transport, resource sharing and access to the World Wide Web (WWW). The OS also makes it possible to run desktop software that enable computers to be productive office tools.

Rationale:
Statewide identification, acceptance, conversion and use of a standard desktop OS is necessary for many fiscal, functional and practical reasons. A single standard simplifies training, support, knowledge transfer, cross-agency communication and collaboration. It improves and facilitates statewide network expansion. The adoption of a single OS standard offers the opportunity to negotiate enterprise volume purchase discounts and dramatically decreases the overall cost of ownership including technical support costs, upgrade costs, training and administration costs, transition expenses, and maintenance costs related to service pack issues and bug fixes. Listed below are functional requirements that are driven by business needs:

- Advanced security features and user control
- Administrator-assigned user levels that enable varying degrees of user rights
- Varying levels of password security that include system enforced password creation and scheduling rules
- Support multiple desktop profiles that can be managed by an administrator to create a common look and feel across the enterprise
- Seamless integration with functional and product desktop software standards

Approved Standards:
A 32-bit OS with graphical user interface for Intel compatible platforms that supports the TCP/IP network protocol with multiple network services including remote access service.

Approved Products:
Microsoft Windows 2000 Professional

Guidelines/Technical Considerations:
Careful consideration should be given to the hardware platform when running Windows 2000. Although the OS will run within the minimum configuration established by the vendor, OIT's recommendation for a minimum system configuration is a Pentium III-class system with 256 megs of memory. This recommendation assumes the system will be running the standard office productivity suite, such as Office 2000 and desktop antivirus product.

Review Cycle:
Annually or within six months of general availability of a major version upgrade.

Timeline:
Issued: February, 2002

Transition:
The transition period will be determined by the department/agency implementation plan and should begin upon publication of standards and concurrence by OIT of the transition plan.

Procurement:
All Executive Branch agencies may purchase Microsoft software products via the State's Enterprise Agreement (EA) or Select Agreement. These agreements assure the most competitive pricing and provide purchasing statistics that the State can use to negotiate optimal software discounts in the future.

Numerous vendors are certified by Microsoft to provide EA and Select pricing, but only vendors who have also enrolled with the State can do so. When making a software purchase, OIT recommends that agencies contact these vendors to obtain price quotes, and compare prices before ordering.

For the latest information about enrolled vendors and the State's Microsoft contracts, refer to the Office of State Purchasing web page under the heading "Volume Pricing Agreements".

Date: _____

Approved by: _____