

Information Technology and Distance Education Team Software Upgrade Recommendations (August 2002)

Approved by the Communications and Technology Committee on 08/08/2002.

Internet Browser: Test Netscape 7.0 again when officially released (08/2002.) Install Netscape 7.0 and MS Internet Explorer 6.0 on all computers. Make Netscape the default browser and limit shortcuts to IE. IE can be used as default at the request of the end user, but ITDE team encourages the use of Netscape for standardization.

FTP Client: Install WS_FTP LE on all Extension computers, to facilitate access to our FTP site. Installation will include copying the settings file onto end users computers so they have settings for our sites.

Office Productivity: Upgrade MS Office to MS Office XP Professional and upgrade to WordPerfect 2002. Advantages of Powerpoint XP and ability to easily exchange documents with outside cooperators are key factors. WordPerfect 2002 has improved ability to deal with Word documents and generate PDF files. Need to keep both word processing applications due to end user preferences.

Desktop Publishing: Keep Adobe PageMaker as standard. Version 6.5 is adequate if already in place. Upgrade to Version 7.0 if users have Version 6.0 or earlier.

Operating System: MS Windows XP Pro will be installed on all new computers. Any computers that require upgrades due to application requirements (i.e., new ArcView version, new Youth program) will be upgraded to Windows 2000 to avoid hardware incompatibility issues and insufficient hardware resources. Any computers running Windows ME (~6) will be upgraded to Windows 2000 when they have problems, since ME is a flawed OS. Computers running Windows 95 should be upgraded to Windows 98.

Anti-Virus Software: Continue to use Norton Anti-Virus. Corporate Edition will be installed on all Windows 2000 and Windows XP computers. NAV 5.0 will be used on Windows 98 computers, as there are issues with the Corporate Client on Windows 98 and earlier, and there's no difference in protection.

E-mail Client: Continue to use Eudora 4.22 for e-mail client, as it is robust, meets our needs, has few security vulnerabilities, and we own the licenses. If, down the road, there are problems rendering HTML mail, look at upgrading to Eudora 5.1.

Digital Imaging: Install at least one copy of Adobe PhotoShop 7.0 at each UNHCE site. Licenses have already been purchased for many sites, including each county office, by the program leaders.

Document Publishing: Install at least one copy of Adobe Acrobat 5.0 at each UNHCE site to facilitate the generation of PDF documents for the web and distribution. PDF is a web standard, and the [Adobe Acrobat viewer](#) is available for free download.