

System Build Consult Questions

Name: _____

Phone: _____

Email: _____

Intended Use?

Desktop: Laptop: Server: Swivel Tablet:

Preference on size/weight?

OS Preference?

Current hard drive capacity/usage?

Backup drive? Yes No

If laptop, does it need to be a touchscreen? Yes No

If laptop, does it need to be a dock-able? Yes No

If desktop, is WiFi needed? Yes No

Date: _____

POC: _____

Received By: _____



Any specific hardware requests?

Monitor, Keyboard, Mouse?

Any specific software requirements or requests?

AV software? Yes No

Need Microsoft Office Software? Yes No

If yes, which option:

Home Student Professional

Home Business Already subscribed to O365

Do you need migration from another system? Yes No

Do you need delivery and installation? Yes No

Budget and price range? (are they okay with used/refurb if budget doesn't line up)

Date:

POC:

Received By:

