Guideline for Purchasing Computers for Clients

Choosing a Computer

Level 1:

Primary Use
- Home or somewhere with access to being plugged in as batteries may not hold a long charge
- Use for training to get ready for college or work such as keyboarding, learning Microsoft Office, sending emails and attachments, job searching, filling out job applications, etc.

Level 2:

85-95% of clients fall in this category – college students and majority of careers using basic computer systems

Cost of computers for what this level needs range from $750-$1,000

Level 3:

Very specific computer designed for certain careers such as graphic design, audio and video editing, etc.

Computer Terminology and FAQ

Operating System (OS)

An operating system (OS) is like the boss of your computer or smartphone. It's a software that manages all the hardware and software on your device, making sure they work together smoothly. Think of it as the referee between your apps and your device's hardware, ensuring everything runs efficiently and you can interact with your device in a user-friendly way.

MacOS, windows, which is the best, and does it matter?

MacOS and Windows are two different operating systems that run on computers. MacOS is made by Apple and is found on Mac computers, while Windows is made by Microsoft and is found on PCs.

When does it matter?

Which one is "best" depends on what you need and prefer. Both have their strengths and weaknesses. For example, macOS is known for its sleek design and seamless integration with other Apple devices, while Windows is more widely used and supports a wider range of software and hardware.

Ultimately, it comes down to personal preference and what works best for your needs. Some people love macOS for its simplicity and design, while others prefer Windows for its flexibility and compatibility with various software and devices. It's like choosing between different flavors of ice cream – it's all about what you like!

What is a CPU (central processing unit)

A CPU, or central processing unit, is like the brain of your computer. It's a small chip inside your device that does all the thinking and calculations necessary for running programs and performing tasks. When you open an app, browse the web, or play a game, the CPU is working hard to make it happen.

When does it matter?

It matters a lot when you're doing tasks that require a lot of processing power, like gaming, video editing, or running complex software. A faster and more powerful CPU can handle these tasks more efficiently, making your computer feel faster and more responsive. But for simpler tasks like web browsing or writing documents, you might not notice much of a difference between different CPUs.

What is RAM (random access memory)

RAM, or random access memory, is like your computer's short-term memory. It's where your computer stores data and programs that are currently being

used or accessed. When you open an app or a file, it gets loaded into RAM so your computer can quickly access it.

How much RAM is enough?

It depends on what you use your computer for. For basic tasks like web browsing and word processing, 8GB can work, however it is recommended that individuals with screen readers is 16GB. However, if you do more demanding tasks like gaming, video editing, or running multiple programs at once, you might need 16GB or even more to keep everything running smoothly. Think of it like having a bigger desk – the more RAM you have, the more stuff your computer can keep on hand without slowing down.

How much storage space is really needed?

For most people 256GB is more than enough, especially as it is usually recommended that individuals save their information into a cloud storage account.

What is LED (light emitting diode or OLED (Organic Light Emitting diode) or AMOLED (Active Matrix Light Emitting Diode), and what size works best?

LED (light emitting diode) screens use small light-emitting diodes to illuminate the display. They are energy-efficient and provide bright and vibrant colors.

OLED (Organic Light Emitting Diode) and AMOLED (Active Matrix Organic Light Emitting Diode) screens, on the other hand, use organic compounds that emit light when an electric current passes through them. They offer deeper blacks and better contrast ratios compared to LED screens.

Note that OLED and AMOLED displays will offer the best contrast for users who use magnification software.

Screen Size

It depends on your preference and how you use your device. Larger screens are great for watching movies and playing games, as they offer a more immersive experience. However, smaller screens are more portable and easier to handle, making them better for tasks like browsing the web or

reading emails on the go. So, the best size really depends on how you plan to use your device.

Which is the best computer brand.

While there are many good computer brands, mostly ASUS Acer Lenovo and HP are the brands that have proven to work the best with screen readers.

Are there any computer brands that we should actively stay away from?

Dell as of today is the only computer that has had a difficult track record with audio output with screen readers. In addition, they have moved a lot of their laptop function keys to touch displays which can make it challenging for clients to locate various needed keys for the operation of a computer using a screen reader.