

GROTON-DUNSTABLE REGIONAL SCHOOL DISTRICT

Technology Donation Guidelines

The Groton-Dunstable Regional School District sincerely appreciates any and all offers of donated equipment for educational use by our staff and students. Please read the following guidelines as they have been developed to insure that equipment can be utilized to support teaching and learning activities within the district.

- ✓ Any equipment to be donated must be in working order.
- ✓ The original documentation and disks that came with equipment and software, including licenses, should be included with the donation. If these are not available, we will accept a signed letter saying that the licenses are being transferred.
- ✓ Individuals making donations are reminded to remove from hard drives personal files and licensed software not intended for donation.
- ✓ The donor needs to complete the Donation Evaluation Form and return it to the Technology Education team before we can receive any materials.
- ✓ Approved donations should be delivered to the Network Manager.
- ✓ A letter of acknowledgement for the equipment will be sent to the donor.
- ✓ Donated equipment becomes the property of the school district.

The following computer equipment is currently being accepted:

Windows PC equipment:

- ✓ Windows 2000 or later computer (professional edition preferred) with a Pentium III 700 MHz or better processor, 100 mbit/sec Ethernet port and 256 MB memory
- ✓ Any notebook or laptop computer meeting the above criteria

Macintosh equipment:

- ✓ Macintosh OS 10.2 or later computer with a G4 or higher processor, 100 mbit/sec Ethernet port and 256 MB memory
- ✓ Any notebook or laptop computer meeting the above criteria

Peripherals:

- ✓ Scanners with a USB connection
- ✓ Minimum 17-inch color display monitors in good condition (accepted depending upon district need)
- ✓ Network capable laser printers compatible with computers as described above with a USB connection

Network-capable computers and printers have a 100 mbit/sec Ethernet connection or 802.11b (or higher) WiFi compliant interface.

If you wish to donate computer equipment, please contact the Technology Education team. Contact Gary Babin, Network Manager at gbabin@gdrsd.org or telephone 978.448.6155 x 1390.