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Five Keys to Developing a Great Technology Budget

Hard to believe but December is already here and many of you are hard at work preparing the school budget for next year. When reviewing the technology component, here are 5 areas that you may want to focus on in order to reduce cost:

1. **Consolidate Your Software Licensing**

Many school districts have licensing distributed amongst schools making it very challenging to determine exactly how many licenses a district owns. By auditing and consolidating your licensing you can often qualify for lower pricing based on volume discounts – in some cases ten to fifteen percent.

2. **Consolidate Your Application Installations**

By auditing your schools workstation application sets, you may be able to save on the number of software licenses and associated upgrades your district requires. For example, if you have MS Office running on computers that are in your Graphic Design lab where the software may not be utilized, you are throwing away good licenses. By accurately determining each classroom and lab settings application set, you can insure that you are only paying for software that you are using. In the scenario above, you may want to reallocate those MS Office licenses to a lab or classroom machines that will utilize MS Office.

3. **Throw out those Inkjet Printers**

Inkjet printers are the most expensive printers to own. While the initial cost is less than other printers, the manufacturer is banking on the cost of the replacement cartridges to more than make up for the low upfront pricing. In many cases the print cartridges often cost more than the printer. If you want to drive down the cost of printing in your district, move to networked Laser printers, which is the most cost-efficient printing environment.

4. **Don't Discount Network Support**

When putting those budget numbers together, make sure that you accurately take into account the cost of Network Support. For those districts that use outside vendors for support or technology consulting, review your support numbers from the prior year and add ten-percent to be safe. It can be very frustrating when an application or network issue arises and the district has not budgeted the necessary monies for the outside expertise you require to fix the problem.

5. **Convert Older Full Clients into Thin Clients**

Rather than disposing of your schools Windows 95, 98 or 2000 workstations, you may want to utilize them as thin clients tied into a Terminal Server or Citrix environment. Extending the

obsolescence of workstations is critical when looking to conserve cash and reduce capital expenditures. This environment does require the cost of high-end servers to deliver applications and services to the clients, but the savings are significant – especially in year two, three, four and beyond.

If you have any questions regarding what I have outlined, please do not hesitate to send me an email to pcrawley@crawleyinc.com or call our office.

Have a wonderful and safe holiday season,



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