



Information Technology Equipment Policy

Valid for July 2012 Intake

All students enrolled in the School's programs will need to have individual access to our intranet website, which hosts student information, including support and teaching documents and other learning resources. Students will also require access to the internet which is vital for access to online library resources, email, and project research.

A choice of two options is available to meet our requirements.

OPTION 1: Student's Own Laptop

The laptop must meet Les Roches Marbella minimum specifications as follows:

Software Specification:

- Windows XP/Vista/7 Operating System English version (native without using language's packages)
- Microsoft Office 2010 English version for HO I, HO II, PG and direct entry students
- Microsoft Office 2007 Professional English version for HO III, BBA I y BBA II students
- Anti Virus software English version installed and updated with updating support during their studies

IMPORTANT REMARKS:

- The software required must be installed and with legal license.
- **The Own Laptop Authorization Form must be filled out online at <http://laptop.lesroches.es> and authorized by LRM's IT Department before 17th June 2012.**

Hardware Minimum Specifications:

- Pentium 4 / 1,5 GHz
- 2 GB RAM and 80 GB Hard Disk
- Wireless connection 802.11 a/b/g (54Mbps)

Technical Support

- **It should be noted that Les Roches Marbella DOES NOT OFFER any technical support for student's laptops not purchased through the school.** The responsibility of maintenance, purchasing of all software, upgrades and support rests with you, the student. Les Roches Marbella can provide students with the data of a local supplier. It would be to your benefit to bring your program setup CDs and license numbers with you, including any CDs you received with your laptop, as this will aid the supplier in the event that your laptop needs to be re-installed.

OPTION 2: Les Roches Marbella Laptop package

Students may purchase a package through Les Roches Marbella, the exact description is available on request.

The “Les Roches Marbella Laptop package” includes 3 or 4 years International guarantee, a carry case, software licenses and ongoing technical support by LRM IT Professionals.

Description of Hardware Minimum Specifications:

- Centrino Dual Core2 2,0 GHz Processor
- 4 GB RAM
- Hard Disk 320 GB or SSD 120 GB
- Internal 10/100 cable network connection
- Internal Wireless 802.11 a/b/g wireless connection (54Mbps)
- USB2 connections
- Transport case

Description of Software will be included in English language:

- Windows 7 English.
- Microsoft Office 2010 Professional English (Educational License).
- EGS Calcmenu (Educational License)
- Micros Opera (Educational License)
- McAfee Antivirus + Anti-spyware (Educational License)

A DVD RESTORE disk, containing all the software will be delivered together with instructions how to use it in case of any emergency.

IMPORTANT REMARK:

- The software with educational licenses is limited exclusively to school purposes.

The price of the package is 1750€

IMPORTANT REMARKS:

- **The order must reach Les Roches Marbella no later than 17th June 2012** in order to assure delivery of the laptop package on time. If the order is received after this date, the request will be invalid and therefore no laptop will be ordered on behalf of the student.
- **Laptops ordered by the student MUST be paid for at the time of the order.** If no payment is received, the laptop will not be ordered.
- **In order to benefit from the latest models and prices available in the market, the actual model offered for the LRM Package will be informed 6 weeks before the intake date. It will be from one of the leading brands such as Dell, Sony, HP or IBM/Lenovo.**

Ordering Your Laptop

Order by e-mail to: laptop@lesroches.es or fax: **+34 952 76 44 38**. We will only accept applications from those students who fully complete the **laptop order form**.

All payments must be carried out at the time of ordering/purchasing the laptop.