

Describing the ICT systems of EDS

The organisation, which I will be describing on how they use ICT is called EDS, EDS is situated in Milton Keynes. EDS was founded and set up in 1962 and it is the leading global information technology services company. EDS stands for Electronic Data Systems. EDS has approximately 137,000 workers in 60 countries and about 12,000 workers worldwide. This is 200 workers, which work part time, and 11,800 workers who work full time. In this essay I will describe the ICT hardware they use. EDS use mostly Laptops for their work because it's easy to move their laptop from company to company and once finished their work they put it away into a bag for carrying around.

<u>Software application used</u>	<u>Purpose for using the application</u>
Microsoft Excel	For spreadsheets and managing budget and their sales.
Microsoft Access	For making databases

EDS uses a variety of hardware components is based on many hardware components. They have a variety of input devices, output devices and some storage devices. For a main processor they only use one processor which the Intel Pentium. I will describe more in the paragraph below.



First of all they have input devices; these input devices are Mouse, Keyboard and a Scanner. They use a mouse for controlling Windows on the PCs and also to guide them on to where they want to go and what they want to open, to do this you need something which will show you where you are, this is shown on the PC by a pointer, which helps you find and see clearly where you are going to and what you are doing. The mouse is used in the offices connected to the PCs at the back of the hard drive by using a USB port and on the laptops given by the organisation, it has a built in mouse so you put your finger on the small ball or small pad and guide it to where you want it to go. The mouse they use is a standard Microsoft mouse.



Another input device is the keyboard, which has keys, which you press and then send a signal to the computer, and then responds by putting the text or number into the PC so you can see what you done. They use a keyboard for entering text and numbers into the

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screens to either make documents or spreadsheets. The make of their keyboard is just a normal standard keyboard.

Another input device, which they use, is a scanner. A scanner is a hardware device that captures images or text and converts them to a computer format. First you place an image or text onto a glass window and underneath it, is a scanning mechanism, which moves back and forth to scan what you placed on top of the glass window, and displays it on your PC. They use a scanner because to scan important pictures, which they will need for typing up something or for helping them with their documents. To connect this to the back of their hard drives they use serial ports.

Lastly the input device they use are colour screens, they use these because it's clearer to see and to also to give a customer better image viewing and if they need to see an image then it will be much clearer for them to see in colour than in black and white. They use colour screens for their laptops and their desktops.

The main processor they use is Intel Pentium 3, 850 MHz; they use Pentium 3 on all of their Computers and Laptops because it's fast and also they say it's cheap to buy.



The hardware, which they use for output devices are laser printers and Fax machines. They use laser printers instead of Inkjet printers and DeskJet printers because it's really fast at printing long documents and this helps them a lot because it prints out fast and they can get more work done in under a minute. It also helps them because it doesn't use a lot of Ink. They also say it "gives better quality instead of a DeskJet printer and an Inkjet printer". A laser printer has many communication ports but the one they use is USB port.



Another output device, which the Organisation uses, is a Fax machine. They use a Fax machine because they send visual documents to other companies, sometimes text too and messages, also not just to send messages but to receive messages too. To send messages they use a number, which is linked to the other company's fax machine and once the message is sent it automatically prints out what the sender wanted the viewer to see.

Lastly the output device they use is a Photocopier. They use this to make large quantities of images and text. The photocopier they use prints out black and

white colour. This helps the company because if their in a meeting then each person can get a copy of it and see for themselves.

This company uses storage devices to save and open work. The storage devices they use are a 3½ floppy disk, CD-recordable and CD-rewritable's. Their computers have a lot of memory so they can save and open work. The memory of their hard drives is 20GB, which they can save work and softwares. They also have a 256MB RAM and this memory, applies to all the desktops and laptops they own. They use these storage devices on their desktops because for faster processing on all their desktop PC and laptops.

Another storage device they use is a 3½ Floppy Disk. I got a quote about why they use a 3½ Floppy disk and they said "it's a good way of storing small Data to the disk and transferring the Data to another computer". This means that small data of up to 1.44Mb of Data can be stored on the Floppy Disk and no more or it won't allow it.



Additionally they use a CD-recordable for putting important Data on the CD and it's a onetime use because if they make something mistake and it don't work then that's it you can write over it again. However some customers use CD-rewritable which is a CD you can write over many times. This helps them because if they finished with the CD then they erase the information on the CD and put more documents on it. CDs have a large amount of space so they prefer to use these than a 3½ Floppy Disk.

To connect their hardware to their desktops and Laptops they use ports and cables. The ports they use are mostly USB, PS/2 Ports and leads. This helps them a lot because they can connect their keyboards and mouse at the back of their hard drive and other hardware too such a printer that has its own port and scanner too.

This organisation use programs for making these documents and special work. The programs they use are all the Microsoft office. They use Microsoft Access for making Databases, which helps them make profiles of their EDS customers. This helps them because they can find a customer's name, address, postcode, and their telephone number quick.

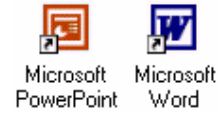


Additionally they use Microsoft Excel for making spreadsheets, which helps them manage their budgets and sales. Also they say, "It's a good storage media".



Another program they use is Microsoft Publisher, they use this because to make newsletters for their company and to make their business cards. They told me that Microsoft Publisher increases their productivity and also by reducing time.

In meetings they prepare presentations to show other EDS customers. To make these presentations they use Microsoft Power Point. This program helps them a lot because it creates good graphics presentation for customers to look out.



Last of all they use Microsoft Word to create their documents and other work, then they send them of to different companies for them to be looked at.

Finally this company have plans for the future to improve their productivity. Their plans are to upgrade their hardware to even better quality hardware and also to upgrade their software to better software. If these plans take place and work well then this will mean that it will improve their productivity by simplifying tasks and getting more work done.