

Assessment Task 2 of ICTSUS601

This document is Case Study. It is part of the supporting resources

Document Nation

Case study information

Document Nation provides consultancy, editing, and proof-reading services, specialising in academic publications. Document Nation has been operating since 2000 and have a large number of clients. The company has an office in Sydney where approximately 30 people work.

Marketing occurs via the website, through advertising in a number of publications and via social media, including Facebook, Twitter, and Instagram.

The company's mission, vision and objectives are as follows:

Mission

To provide world-class editing services that exceed our client's expectations.

Vision

To become Australia's most respected document editing team.

Objectives

The company's objectives are as follows:

- To be considered an employer of choice
- To provide customer service excellence beyond expectations
- To be a sustainable business

ICT Network

The current ICT network consists of the following:

- A domain server running Windows Server 2016 Standard
- 30 x thick client desktop computers running Windows 10 Professional
- A router which acts as the gateway/firewall for the network
- Two 24 port switches for directing network communications
- A Network Attached Storage (NAS) for storing files
- Three network printers

Current Performance Statistics

The average desktop computer consumes an average of 70 watts of power per hour when in use.

Usage categories are:

- High usage – desktops are in constant use.
- Average use – desktops used for approximately 75% of the day.
- Occasional use – desktops used for approximately 50% of the day.

Software

The company uses the following software:

- Microsoft Office 2016
- Microsoft Project 2016
- Adobe Creative Suite
- Salesforce CRM software
- Xero for accounting/bookkeeping

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This document is Briefing Report Template. It is part of the supporting resources

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ICT Sustainability Briefing Report

Systems review

A review of the ICT systems of the organisation and the potential for the integration of sustainability.

Sustainability recommendations

Recommendations on how sustainability can be integrated into each system

Short-term options

Suitable short-term technology options for implementing sustainability and achieving the reduction of power usage.

Option recommendations

Recommendation on which option/s would be of greatest benefit to the organisation.

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This document is Sustainability Policy and Procedures Assessor. It is part of the supporting resources

Design Excellence

Sustainability Policy and Procedures

Purpose

State the purpose of the policy

Scope

Who and what are covered by the policy?

Key Performance Indicators (KPI)

List two SMART KPIs that the policy should aim to achieve

Responsibility

Who has responsibility for ensuring sustainability is implemented

Projects

List six ICT projects that foster sustainability and environmental best practice. Give an estimate of the cost of each. List them in order of priority.

Procedures

Disposal of existing IT equipment when it is replaced.

Ensuring that IT purchases take sustainability into account when purchasing decisions are made.

Assessment Task 3 of ICTSUS601

This document is Energy Audit Report Template. It is part of the supporting resources

Document Nation

Energy Audit Report

Current and proposed ICT project energy usage

Calculate the company's computer energy usage currently and what it would be if the proposed ICT project is carried out. Include estimated weekly and annual financial savings.

Potential savings

The potential financial savings from adopting the VDI system.

Payback period

Calculate how long it would take to pay back the investment made in the project

CO² emissions

Calculate the estimated CO² emissions if the project is carried out and compare these to the benchmark of current usage.