NETWORK SITE SURVEY FORM

Date:

An Authorized Toshiba Dealer

Contact Info	Please provide information about the persons involved in the installation:

	( ) - ( ) -
Customer Network Administrator Name Or	Phone Number Fax Number E-mail Address
3rd Party Network Consultant	( ) - ( ) -
Customer Purchasing Contact Name	Phone Number Fax Number E-mail Address
	( ) - ( ) -
Toshiba Dealer Network Contact	Phone Number Fax Number E-mail Address
	( ) - ( ) -
Toshiba Dealer Sales Representative	Phone Number Fax Number E-mail Address

Client Operating Systems	Please provide approximate # of users who will connect using each of the following (not Network Servers):

Windows XP Home	Mac OS X	*Unix
Windows XP Pro	Mac OS 9	*AS/400
Windows Vista	Mac OS 8	*Linux
Windows 2000	DOS	*Other

*Additional Information Required (Please detail version/flavor or different O/S used):

Network Servers	Please check the appropriate box(es) for the network server type that the copier controller will attach to:

☐ Windows 2000 Advanced Server/Terminal Server   ☐ Novell Netware 6.x   ☐ Unix
☐ Windows 2003/Enterprize   ☐ Novell Netware 5.x   ☐ AS/400
☐ Windows NT 4   ☐ Novell Netware 4.x   ☐ Citrix METAFRAME
☐ Cluster Print Server

Network Media	Please check the appropriate box for the network cabling used to attach the copier controller:

☐ YES-**Network connection at all printer designated locations**
☐ NO

☐ 10/100 Base –T / Twisted Pair   ☐ Token Ring

☐ Bluetooth   ☐ 802.11 (WI-FI)

Printer installation:
  ☐ Network Printer
  ☐ Local Printer

3rd Party Devices (Please provide additional information):

Applications Please check the boxes for applications in use in your organization:

PC:

- ☐ MS Office (version)_____
- ☐ Adobe Desktop Publishing Software (version)_____
- ☐ Corel Desktop Publishing Software (version)_____
- ☐ WordPerfect (version)_____
- ☐ Oracle or SAP (version)_____
- ☐ Accounting Applications (vendor)_____
- ☐ Financial Applications (vendor)_____
- ☐ Reporting Application (vendor)_____
- ☐ Other:_____
- ☐ **Virus Protection**_____

Mac:

- ☐ MS Office (version)_____
- ☐ Adobe Desktop Publishing Software (version)_____
- ☐ Corel Desktop Publishing Software (version)_____
- ☐ Oracle or SAP (version)_____
- ☐ Accounting Applications (vendor)_____
- ☐ Financial Applications (vendor)_____
- ☐ Reporting Application (vendor)_____
- ☐ Other:_____
- ☐ **Virus Protection**_____

Windows 2000/2003 Network Info Only fill out this section if the copier will be connected to a Windows 2000/2003 Network

IP Addresses Are:

☐ Assigned by DHCP   ☐ Administrator Assigned (Static)   ☐ WINS/DNS/DDNS   ☐ Other:

Copier Controller will require a static IP address to connect:

Controller IP Address: _____

Subnet Mask: _____

Gateway Address: _____

Novell Netware Network Info Only fill out this section if the copier will be connected to a Novell Network

Frame Type:

☐ 802.2   ☐ 802.3   ☐ Ethernet-II   ☐ Ethernet-Snap   ☐ Bindery

Network Architecture:

☐ Novell Directory Services (NDS)   ☐ Novell Directory Print Services (NDPS)   ☐ I-Print

Macintosh Network Info Only fill out this section if the copier will be connected to a Macintosh Network
☐ SMB (Windows Printing)

Protocol:

☐ AppleTalk   AppleTalk Zone Name: _____   ☐ TCP/IP LPR
    ☐ SMB (Windows Printing)
    ☐ IPP
    ☐ Rendezvous
    ☐ CUPS

Client PC Workstations

Please verify that the following are installed on each PC to be connected to a copier controller:

☐	Network Card	☐	LAN connection
☐	Client for Microsoft Network	☐	Network Drop
☐	Novell Client for Netware		

Network Architecture: Please use the space below to draw a sample of your printer network architecture. Include bridges, **Switches** and routers in use. Please include pathway between MFP, client and server.

What are your security concerns and device expectations regarding:

1. Regulatory Compliance (e.g. SOX, HIPPA)_____

2. Data Enctyption_____

3. Data Overwrite_____

4. Server/Printer Communication (e.g. SMB, NTLM.V2_____

5. GPO- Group Policy Objects_____

Copier/Fax/Printer Please select all interested connectivity products

Copier

☐	Print	☐	Print/Scan		☐	Scan Upgrade
					☐	HDD Scrambler Board
☐	Post Script	☐	Wireless		☐	WEB JET ADMIN
☐	Data Overwrite Kit					
		☐	2nd line Fax			
☐	Fax Board					

Fax

☐	PCL Kit	☐	NIC Kit	☐ I-Fax	☐ Image Vision	☐ 2nd line

Printer

☐	Hard Drive	☐	Print memory upgrade	☐	Wireless

Customer Name (Print): _____ Signature: _____ Date: _____