

New Desktop and Laptop Purchases

SYSTEM REQUIREMENTS

I. Desktop & Laptop Hardware Requirements:

CPU	Intel Core i7 or Intel Core i9 or Intel Core Ultra i5, i7, or i9B
Ram	32 GB RAM
Disk Space	512 SSD drive
Warranty	3 Year Warranty and service offering including 3 years of parts, labor and on-site repair.
O/S	Windows 11 Professional or Enterprise (not home version)
Devices	Our IT Consultants do not recommend HP, but do recommend Dell, Lenovo or Samsung PCs <i>If you are a Mac user, you will need to get approval from the firm's CTO in order to use a Mac because the firm is not fully Mac-compatible.</i>

II. Desktop & Laptop Purchasing Guidance:

- A. Option 1:** If you are tech-savvy and wish to purchase your own device the meets the requirements set forth above, then feel free to order the device on your own. But **before you even boot up** your new PC, be sure and read the instructions embedded below. The two most important steps when you boot up your new PC are (1) to make sure you “**Set up for work or school**” or “**Set up for an organization**” and DO NOT select the default “Set up for personal use,” and (2) sign into your Microsoft account with your cm.law email address and password.



New Laptop Install
Instructions for CM.law

- B. Option 2:** Please contact Kaylee Rutz (krutz@cm.law) to help your purchase one of the pre-configured laptops we have via our Dell Premier Partnership or from Lenovo, Samsung or Microsoft Surface, which the firm will set up on your behalf.

III. Software Requirements:

Software required for all CM Law Attorneys (provided **by the attorney):**

- Microsoft Windows Desktop Operating System: **Windows 11 Pro required***

** Encryption Software for your entire computer is required by the firm's Security Protocols, which is why Windows 11 Pro is required as it has encryption software built into Windows (Bitlocker) and because you will connect to the firm's Intra AD.*

*You **do not** need to buy your own Microsoft Office suite of products...*

Software required for all CM Law Attorneys (provided by the firm):

- Microsoft 365 Business (Word, Excel, PowerPoint, Outlook, etc.)
- Epona DMSforLegal (Document Management system)
- Bill4Time (Billing and Accounting system)
- Microsoft Teams (Instant Messaging and Collaboration system)
- SentinelOne (anti-malware and anti-exploit protection – EDR protection)
- BlackPoint Snap Agent (BlackPoint is our 24/7 Security Operations Center)
- Request By Admin (administration password request)

IV. Internet Requirements:

Partners are responsible for providing their own internet connection which must have download speeds of at least **200 Mbps** for all firm systems to operate correctly.

Partners must also have **Wi-Fi hotspots on their phone** as a backup to their primary internet source in situations where their primary internet is down or when accessing firm data outside your office/home, in order to avoid use of public wifi networks. This can easily be activated on your existing mobile phone plan by calling your mobile phone provider.

V. Tech Help:

The firm provides all the tech support needed for any issues that arise with the firm-provided software systems. If you are tech-savvy, then you likely will not need additional support. If you are not tech-savvy, however, we strongly recommend that our partners find their own IT support person to assist with everyday IT issues that may arise that are unique to their computer systems as the firm does not provide IT support for problems specific to your computer, e.g., your QuickBooks tax software isn't working, your printer doesn't work, etc.

If you do not already have an IT support person, you can use the firm's preferred IT vendor for technical support either on a regular basis or on an ad hoc basis.

- **Monthly Subscription for IT Support:** The firm has negotiated a group-rate option with [StratusPointIT](http://www.stratuspointit.com/) (<http://www.stratuspointit.com/>) to provide IT support to our partners who choose to sign up at a special base rate of **\$64/month** (per computer device), which is conveniently deducted from your draw. This subscription provides for **unlimited 24/7 support** and provides you with antivirus, anti-malware, and anti-spyware on your device with the ability for the vendor to monitor problems with your computer remotely. The vendor has locations in every one of our offices (<http://www.stratuspointit.com/locations>) and provides a guaranteed response time of 30 minutes or less on all **emergency** issues reported. You can also get **on-site emergency help** at a rate of \$125/hour for any issues that cannot be resolved remotely. There is a 4-hour response time for emergency on-site issues. Please contact admin@cm.law if you wish to sign up for this subscription service.
- **Ad-hoc Hourly IT Support:** Instead of the monthly subscription with [StratusPointIT](http://www.stratuspointit.com/), you can also choose to just get ad hoc hourly tech support at a rate of **\$75/hour** billed in 15-minute increments. Please contact admin@cm.law if you wish to be able to utilize this service.