



Technology Checklist for Telecommuters

Which of the following items are required for your telecommute? Which are optional?

Hardware (type)	Required	Optional
PC		
Modem		
Fax		
LAN		
Terminal adapter		
Video		

Software (packages) Ensure that your home and work software packages are the same or compatible.

	Required	Optional
E-mail		
LAN		
Word processor		
Spreadsheet		
Other		

Mainframe issues	Required	Optional
Hours of access		
Security		

Communications	Required	Optional
Voice line		
Features		
Data line		
Fax line		
Video		
External text services		
Cellular phone		
Other phone		
Paging device		