

1. Statement

The Government of the Northwest Territories uses a variety of packaged desktop software (often referred to as “off the shelf” software) to enhance the productivity of its staff. This packaged software is used for office automation purposes such as word processing, electronic spreadsheets, email, presentation graphics, personal file or data management, scheduling and other functions.

This Standard documents the approved packaged desktop software for use within GNWT. The Standard is intended to minimize the cost of acquisitions, training and support for desktop software. It is recognized that on occasion, there will be specialized needs that can be better met using an alternative software package. In such cases Departments may choose to do so with the specific approval from the Department's Deputy Minister for the exception. It is expected that exceptions to the Standard will be limited and enforced.

2. Standard

The GNWT desktop standards are noted on the attached list.

3. Supporting Documentation and Information

- a) Standard Desktop Software table attached.
- b) Guideline 6003.00.10 for additional software guidelines.

4. Implementation

All new desktop software acquisitions are to be made in accordance with the approved GNWT Standard unless specifically authorized by the Department's Deputy Minister.

All desktop software Standards have a version level that is part of the Standard. Departments should develop migration plans and obtain budget approval to be at the version. All departments will migrate to GNWT corporate software standards as current software licenses expire. At a maximum this shall be within two years, by December 31, 2003.



Standard

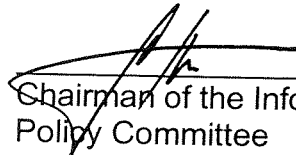
6003.00.10

GNWT INFORMATION TECHNOLOGY Desktop Software

During 2003, Departments will review MS Office 2000 standard and by December 2003 ITAC will propose the GNWT Standard to December 2005.

It should be noted that Microsoft has changed its license strategy. All new purchased licenses are XP, but the license covers any office suite product.

Whenever there is a significant change in a software product, or at least annually, ITAC will review and propose the desktop Standards and version for the next period.



Chairman of the Informatics
Policy Committee (IPC)

DESKTOP STANDARD SOFTWARE
And
Application Server where appropriate

Application	Software Standard	Version
Office Suite	MS Office 2000	2000
Word processing	MS Word	2000
Spread sheet	MS Excel	2000
Data base management	Microsoft Access	2000
Presentation	Microsoft Powerpoint	2000
Report writer	Crystal	8.0
Development tools		
WEB client	MS internet explorer	6.0
WEB page design	MS Frontpage	2000
	Macromedia Dreamweaver	4.0
Project management	Complex management: MS Microsoft Project Simple management: department's discretion	2000
Help Desk	HelpStar <i>(subject to successful TSC pilot)</i>	
OCR	TextBridge	8.0
	Omnipage	10.0
General Diagramming and charting tool	Microsoft Visio	2000
Graphics and photo	Jasic Paintshop	7.0
	MS Photodraw	2000
Publishing	MS Publisher	2000
Geographic Mapping (GIS)		
Anti virus	Under review	
PDF Document viewer	Adobe Acrobat	5.0
File compression	WinZip	8.0
Email client	MS Outlook	2000
Technical engineering drawing	AutoCAD	2002i
Terminal Emulation	MiniSoft	5.3
Mail API	MAPI B.06.002	

