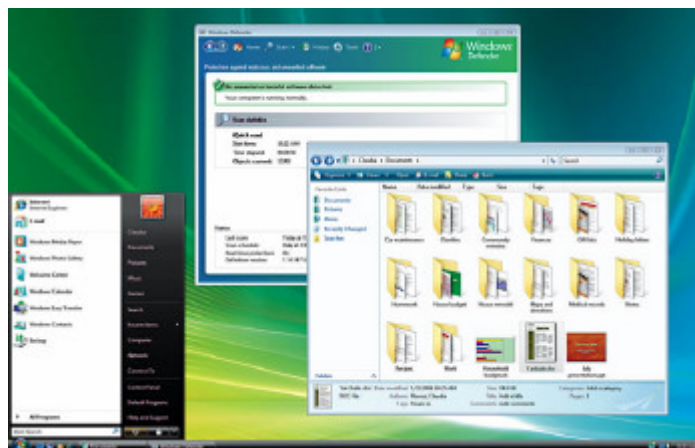




## Windows Vista And Your Business - Do you need it?



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Registered Office 405 Derby Street, Bolton,  
BL3 6LT, England  
Registered in England and Wales  
Company No. 4461885 VAT No. 798 1960 65

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## Purpose of this document

This document has been written by Foveo Consultants with the sole aim of providing a high level overview of Microsoft Vista and its implications for our clients and other small businesses. The intended audience for this document is principally for Directors to enable them to consider their plans for upgrading to Vista and the budget implications as well as providing a few useful pointers to those who may be tasked with the responsibility of managing the upgrade.

If you feel this document would be of benefit to others then please feel free to distribute without modification.

Please note: Foveo are a registered partner of Microsoft but are not a VAR (Value added Reseller of Microsoft products).



## What is Windows Vista?

Windows Vista is the latest release of Windows Microsoft's Operating System for PCs. It is the replacement for Windows XP which your machine probably runs now. If yours is an older machine then it may be running Windows 2000 or Windows 98.

You may have seen the Advertisements – [The Wow Starts Now](#).

## What advantages does it have over the previous Windows release (windows XP)?

It is said to be a significant advance on Windows XP. **The Aero experience** provides the new look to Vista – This new look and feel of Vista offers transparent windows, dynamic reflections and sophisticated animations plus other slick visuals. The Aero theme is said to make it easier to focus on the active window. Vista is being marketed under four main benefits, **Easier**, **Safer**, **More Entertaining** and **Better Connected**. A brief of what each one means is highlighted below:

- **Easier**
  - Windows photo gallery
  - Windows flip 3D – stacked view of everything you are working on
  - Windows instant search – find a file, photo, document or email on your computer easily by performing a word search.
  - File management especially managing folders containing photos/images is far easier and much faster to view thumbnails. Another improvement is the ability to zoom in and out of a group of thumbnail images
- **Safer**
  - Complete PC backup and restore
  - Increased spyware and malicious software protection
  - Built in Parental controls allowing monitoring of usage, set time limits and control access to websites, programs and games
  - Keep data encrypted on computer in case of theft



- **More entertaining**

(not too many business benefits here unless it involves working with new media)

- Abilities to view photos/DVDs/record TV shows use a TV style remote control to enhance the experience plus other digital media benefits with Windows media center at its heart of operations.

- **Better Connected**

This applies to mobile computers such as laptops and tablet PCs which can connect more easily to home/office wireless network and to wireless hotspots: -

- Network and Sharing Center (easier network connectivity)
- Sync Center (enables synchronization of data between PCs / file servers and devices such as phones).
- Windows Meeting space enables small groups of Vista users to collaborate and share work on computer based projects more easily and comfortably.
- Windows Mobility center which has been designed to make mobile computing easier such as enabling easy connection to network projectors.

### **Has it been released yet? Is it available to purchase?**

Yes it has, and from January 2007 nearly all new PCs are being preloaded with Vista, unless specifically requested to be configured using Windows XP.

### **So how does that affect my business?**

In the same way that Windows XP is the current mainstream operating system, Windows Vista will become the standard operating system on PCs so at some point you may need to consider migrating all your PCs to Vista.

### **What timescale are you talking about for upgrading?**

There is no hurry for you to upgrade, but as new PCs come into your business they will be preloaded with Windows Vista, and you will probably be in a situation where you are running PCs on XP and Vista side by side for a period of time.

### **Should I upgrade all my PCs now?**

Unless you know of sound business specific reasons for you to upgrade to Vista, there aren't any major reasons to go down this route now, and all in one swoop, as there are implications in upgrading to Vista as with any move to something new.



## So should I ignore Vista altogether then?

No as it is likely you will need to upgrade at some point; any new PCs you purchase will come with Windows Vista pre loaded and you may find it beneficial to move everything to Vista at that point in time. Having said that you would be well advised to steer clear of Vista Basic version which does not even offer the benefit of the new look interface called Aero.

## What implications are there in upgrading my PCs to Vista?

The following issues need to be considered when upgrading to Vista: -

- ❖ Your PCs hardware may need to be upgraded in order to run Vista.
- ❖ Not all software currently installed on your PC will be compatible with Vista
- ❖ As with anything new there will be a learning curve and it may be worth considering training needs & costs to get up to speed quickly.

## How do I know if my PCs will be able to run Vista?

Microsoft have provided a program which you will need to run on each PC to determine its readiness for Vista. If you have more than one PC to check then we recommend the following course of action: -

1. **Download** the program from the Microsoft website (about 7Mb in size) using the following link <http://tinyurl.com/yv5c7g> and save it to the network server, this way you can run it from each PC without having to download it for each one.
2. Double-click on the downloaded program called WindowsVistaUpgradeAdvisor.msi, this will **install** the program required to assess your computer's suitability for Windows Vista.
3. Click on **Start Scan** when the upgrade advisor screen is displayed. The scan will take a few minutes to run.
4. Once complete it will display a screen which will notify you of:
  - a. The vista version which is most compatible with your current operating system.
  - b. Report with three headings – System Requirements, Devices and Software. Click on the **See Details** for any one of these and it will



provide you with any issues your computer may have in running Vista.

Common System issues are: -

- Vista will need 15 GB disk space to install and 40 GB is recommended.
- A minimum of 1 GB RAM (Memory) is recommended.
- The new Windows Aero experience requires a good video/graphics card and this may need to be replaced.

Some Devices (printers, drivers etc) and Software will be flagged as having compatibility issues and you will be directed to the manufacturers' website for more information.

5. Print off the task list and write the Id /asset number of the PC on the task list.
6. Repeat steps 2-6 for each PC.

### How much will it cost to upgrade?

This will vary depending on the version of Vista you are upgrading to and the costs are provided in the Appendix of this document.

Note: you can only upgrade to Vista from a version of Windows XP or Windows 2000. If you have an older version of Windows then you will need to pay the full price of a Vista copy.

### What should I now do regarding Vista?

As stated previously unless you feel there are pressing business benefits for upgrading all to Vista at this point in time, you should not rush into an upgrade as the general consensus amongst industry experts is that there are no compelling business reasons to upgrade to Vista. We would agree with this and recommend the following action plan: -

**Plan to upgrade one PC in the office to Vista at least a couple of months prior to buying a new PC which has Vista preloaded.**

If you wish to delay moving to Vista altogether, then request an installation of Window XP instead when purchasing the PC. However in the interest of moving forwards and we all know how quickly computers age, you should buy new PCs preloaded with Vista.

With this in mind: -

- ❖ Choose someone's PC which is the most standard in the office and has installed on it most of the applications that you use in the office.



- ❖ Choose someone who is the most technical and keen to learn – maybe your office 'gadget' person.
- ❖ Ask them to write a '**lessons learned**' diary as they are going along with the upgrade, this will help you remember any problems you had and how you resolved them when you upgrade the other PCs.
- ❖ The Microsoft Upgrade Advisor program you will have run, will have advised on which areas need attention, consider these areas for upgrading this PC and upgrade accordingly. Consider the recommend "upgrade to" version of Vista and compare with more "bells and whistles" versions to assess where you want to go and which features you would like.
- ❖ If you need to perform a "clean install" this will wipe your files clean so you will need to back up all your files and restore them along with re-installing all the software which was on your PC. If you perform an "upgrade" installation then you should still backup your files as a precaution but you will not have to re-install all your software applications and should not have to re-install your files.
- ❖ Request that the person uses the PC as per normal, any issues with any other software will come to light – these can be considered as to the severity of the issue and its implications.
- ❖ Once this PC has been in use for a couple of months and any issues ironed out, you can be confident that you have a good handle on what it means to upgrade the other PCs in the office, the benefits and the cost. If there are unresolved issues with either software or hardware then you may need to consider delaying the purchase of the new PC(s) or request an installation of Windows XP if you can not wait.
- ❖ Run the Upgrade Advisor for all the other PCs (if you haven't done this all at once) and compare it to the report for the PC which you have upgraded. The similarities and differences between the two PCs should be noted as that may bring up different upgrade issues.



### **I've heard that Vista is safer, does that mean we wont need to buy anti-virus and anti-spyware software?**

Vista is more secure but unfortunately you will still need anti-virus software as it isn't included as a Vista feature. It does have spyware and malware (malicious software designed to infiltrate or damage your PC) protection but in tests it hasn't proved to be as effective as some commercial products on the market.

### **We have grown from owning a couple of PCs to many – Is there a bulk discount licence which covers all of them?**

If you have more than 5 PCs but they each have individual licences then you need to consider your software as assets, and may benefit from a different licensing agreement with Microsoft; this should save on costs and may even simplify administration of licenses. Make a software inventory list of all your licences, Versions, when purchased and serial numbers as you will need this to determine the type of licence you may be granted.

### **Microsoft have also recently released Office 2007, do I need Windows Vista in order to run Office 2007?**

No you should be able to run Office 2007 under Windows XP providing your monitor is not too old and can display a resolution of 1024 x 768 and you if have Windows XP with Service Pack 2 installed. For a full list of requirements for Office 2007 see the link below: -

<http://tinyurl.com/2b3nej>

### **What else do I need to be concerned with regarding Vista?**

If you purchase any new software then make sure it is Vista compatible, if it isn't then ask whether a compatible release is being planned, when it will be made compatible and whether you will be offered a free or a lower priced upgrade. The answers to these questions may influence your choice of software. Software manufacturers who have passed Microsoft tests will either have their software labelled "**Certified for Windows Vista**" or "**Works with Windows Vista**".





### **Having read all this, is Vista good news?**

Generally speaking, organizations and individuals who have upgraded and have been running Vista for a couple of months have said they couldn't contemplate going back to XP. If Vista is able to run all your software then when you do upgrade, you will find it far slicker and easier to work with.



## Appendix

### Costs and Features

Depending on the version of Vista you choose, the prices (at 1<sup>st</sup> Feb) are as below: -

	Home Basic	Home Premium	Business	Ultimate
Price (incl VAT)	£153 (£180)	£187 (£220)	£247 (£290)	£315 (£370)
Upgrade price (incl VAT)	£85 (£100)	£128 (£150)	£161 (£190)	£213 (£250)
Features				
<b>Most secure Windows ever</b> with <a href="#">Windows Defender</a> and <a href="#">Windows Firewall</a>	✓	✓	✓	✓
<b>Quickly find what you need</b> with <a href="#">Instant Search</a> and <a href="#">Windows Internet Explorer 7</a>	✓	✓	✓	✓
<b>Elegant Windows Aero desktop experience</b> with glass-like menu bars, <a href="#">Windows Flip 3D</a> , and Live Thumbnails		✓	✓	✓
<b>Best choice for laptops</b> with <a href="#">Windows Mobility Center</a> and <a href="#">Tablet PC support</a>		✓	✓	✓
<b>Collaborate and share documents</b> with <a href="#">Windows Meeting Space</a>		✓	✓	✓
<b>Experience photos and entertainment</b> in your living room with Windows Media Center		✓		✓
<b>Enjoy Windows Media Center</b> throughout your home with Media Center Extenders		✓		✓
<b>Protect against hardware failure</b> with <a href="#">Windows Complete PC Backup and Restore</a>			✓	✓
<b>Use <a href="#">Scheduled Backup</a></b> to automatically backup your files		✓	✓	✓



	Home Basic	Home Premium	Business	Ultimate
<b>Easier business networking connectivity</b> with <a href="#">Networking Center</a> and <a href="#">Remote Desktop</a>			✓	✓
<b>Better protect your data</b> against loss with <a href="#">Windows BitLocker Drive Encryption</a>				✓
<b>Easily make DVDs</b> with <a href="#">Windows DVD Maker</a>		✓		✓
<b>Have more fun on your PC</b> with three new premium games: <a href="#">Chess Titans</a> , <a href="#">Mahjong Titans</a> , and <a href="#">Inkball</a>		✓		✓
<b>Create high definition movies</b> with <a href="#">Windows Movie Maker in High Definition</a>		✓		✓