

	<b>RESOURCE LIBRARY - IT TECHNOLOGY</b> <b>IT Systems Overview Checklist</b>	<i>CODE:</i> 08.01.002
		<i>EDITION:</i> 1
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HOTEL NAME:

LOCATION:

PHONE:

FAX:

GENERAL MANAGER:

E-MAIL:

IT MANAGER:

TOPIC	SYSTEM	YES/NO	SPECIFICATION	DESCRIPTION
<b>RESERVATION</b>	GDS <ul style="list-style-type: none"> <li>• Galileo/Apollo</li> <li>• Amadeus/System1</li> <li>• Sabre/Access/Abacus</li> <li>• Worldspan</li> <li>• Sahara</li> <li>• Other</li> </ul>		Chain Code: Property Code: Property Code: Property Code: Property Code: Property Code: Property Code:	
	CRS – Central Reservation System		Software: Release:	
<b>FRONT OFFICE</b>	FRONT OFFICE SYSTEM ( P M S )		Software: Release:	
	CREDIT CARD SYSTEM (on line)		Software: Release	
	PAGING – COMMUNICATION SYSTEM		System: Interface:	
<b>ROOMS</b>	ELECTRONIC KEY SYSTEM		Type: Version	
	PAY TV		Type: Version	
	MINI BAR (IMPULSE SYSTEM)		Type: Version:	



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TOPIC	SYSTEM	YES/NO	SPECIFICATION	DESCRIPTION
	IN-HOUSE INFO (via TV)		Type: Version	
	INTERNET-CONNECTIONS		Type:	

F&B	POS SYSTEM		Hardware: Software:	
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BACK OFFICE	ACCOUNTING SYSTEM		Software: Release:	
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			Software:	Release:
INTERFACES	1. PABX			
	2. PMS			
	3. POS			
	4. BOF			
	5. BACK OFFICE			
	6. OTHER:			
	INTERFACE-VERSION OF PMS:			



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<b>GENERAL - NETWORKING</b>	SERVER (PMS, File and Print server)		Brand & Type:  OS: SW/Version:  Processor: RAM: RAID: HD net Total:  Server Age (Month/Year):	
	SERVER (Mail server)		Brand & Type:  OS: SW/Version:  Processor: RAM: RAID: HD net Total:  Server Age (Month/Year):	
	SERVER (Interfaces)		Brand & Type:  OS: SW/Version:  Processor: RAM: RAID: HD net Total:  Server Age (Month/Year):	
	NETWARE-PROTOCOLS		Type(s):	
	FAXWARE		Software:  Release:	

	INTERNET-CONNECTION		Router Brand & Type:  Analog, ISDN, ADSL or Cable: Speed:	
	FIREWALL		Brand & Type:  SW-Release:	
	E-MAIL		Server SW: Version: Clients SW: Version:	
	INTRANET		Clients SW (Browser):	
	CABLING		Type:  CAT:	
			<b>SW Version / Language:</b>	
	HARDWARE – DESKTOPS		Brand & Type: Series: Processor: RAM: HD's: Operating System:	
	HARDWARE – NOTEBOOKS		Brand & Type: Series: Processor: RAM: HD's: Operating System:	
	SOFTWARE PC's		Standard Applications: - Office - Email - Browser - Graphics - Layout/Print - Div.	



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ADDITIONAL COMMENTS:

PLACE:

DATE:

SIGNATURE GENERAL MANAGER:

SIGNATURE IT MANAGER: