

# Equipment List

## Accounting and Related Services

The Accounting classroom should reflect the equipment and environment students would expect to find in industry. Following are the minimum equipment list for each classroom and optional suggestions. Please note: This list of recommended items does not necessarily need to be supported financially by CTE state/federal funding sources. In many cases, local school district funds are used to purchase items on a regular basis.

### RECOMMENDED EQUIPMENT:

ITEM	QUANTITY	DESCRIPTION/SPECIFICATION
Student computer systems	One per student	With 3-D Video Card, 17" SVGA Monitor, Sound Card Kit, headphones, 35W 3D Stereo speakers, Network Card, CD/RW, Internet accessible
Student computer stations	One per student	Minimum of 30" x 43" per station, keyboard height 26" to 28"
Student posture chairs	One per student	Ergonomically designed with strong back support. Must be adjustable.
Teacher computer	One per teacher	With 3-D Video Card, 17" SVGA Monitor, Sound Card Kit, headphones, 35W 3D Stereo speakers, Network Card, CD/RW, Internet accessible or equivalent laptop
Teacher computer station	One per teacher	Minimum of 30" x 43" per station, keyboard height 26" to 28"
Teacher posture chair	One per teacher	Ergonomically designed with strong back support. Must be adjustable.
Teacher laser printer	One per class	Prints minimum of 10 pages per minute. Network compatible.
Student laser printer	One per class	Prints minimum of 10 pages per minute. Network compatible.
LCD projector	One per class	Minimum 1,000 ANSI lumens
Media cart	One per class	
TV	One per class	Minimum 27" screen
VCR/DVD player	One per class	
Telephone system	One per class	With voice mail

Software	Per computer	Integrated office suite, voice recognition, webpage developer, accounting software used in current business and industry
Photocopier	One per class	
Storage cabinet	One per class	Large and lockable
Electronic calculator	One/two per class	

**OPTIONAL EQUIPMENT:**

<b>ITEM</b>	<b>QUANTITY</b>	<b>DESCRIPTION/SPECIFICATION</b>
Camcorder	One per class	
Hand-held digital device	One per teacher	With software to connect to classroom computer
Overhead projector	One per class	With wall mounted screen
FAX device	One per class	
SMART whiteboard	One per class	
Conference table	One per class	8 ft. with chairs

**Sources:**

North Carolina Public Schools – [www.dpi.state.nc.us/workforce\\_development/publications/equipment\\_standards/6600-6699.html](http://www.dpi.state.nc.us/workforce_development/publications/equipment_standards/6600-6699.html)

Michigan Department of Education – [www.michigan.gov/documents/tab\\_12\\_Finance\\_EquipmentList2001-20021\\_61897\\_7.doc](http://www.michigan.gov/documents/tab_12_Finance_EquipmentList2001-20021_61897_7.doc)

Arkansas Department of Workforce Education – [www.work-ed.ar.us](http://www.work-ed.ar.us)