

# How to Get a Computer From OTX-West



**The Oakland Technology Exchange-West is committed to ending the “Digital Divide” in Oakland. If you are a resident or student in Oakland and need a computer, you have various options to get one for free or at low-cost from us.**

## **The Take Home Computer Program**

- Available to all Oakland Middle and High School students (grades 6-12)
- Student attends a one-time, three hour class with a parent or other adult guardian and receives a voucher
- Pick up your computer on the soonest Distribution Day (first Saturday or third Wednesday of each month)
- Free of charge, and free tech support for as long as you have your computer

## **Volunteering**

**No technical knowledge is required to volunteer, and all Oakland residents are welcome. Youth volunteers must be in 6<sup>th</sup> grade or higher.**

- Earn service bucks towards the “purchase” of a computer and other items (printer, speakers, scanners, etc)
- Volunteer days are every Wednesday and Thursday, 2:30-4:30 PM and the first Saturday of the month, 9am-12 PM
- Receive 1 service buck for each hour you volunteer
- Volunteer work includes cleaning computers/monitors/keyboards/mice, sorting cables, dismantling scrap computers and other non-technical tasks

## Fee-based

This is a good option for everyone who either is not a middle/high school student or anyone who does not have time to volunteer. Attending our Take Home Computer class is optional for those who pay the fee, but very strongly encouraged. It's a valuable service that even Dell can't offer-- you will get a very good introduction to using your OTX West computer and the software we include with it, as well as advice on how to use the internet and choosing an internet service provider.

- The refurbishing fee for our standard home computer starts at just \$75.
- Combine your service bucks and US dollars to get your computer more quickly and cheaply. Service bucks are counted as equal to \$5.00 each. For example, you can volunteer 10 hours and pay a fee of \$25.
- We accept money orders, cashier's checks (sorry, no cash or personal checks) or credit/debit cards.
- One year warranty

You can pick up a computer during our regular Tech Support hours (every Tuesday, 2:30-6 PM) or any Distribution Day (the first Saturday of each month, 10am-12PM, or the third Wednesday of each month, 4-6PM).

## Computers and Fees

### Standard Home Computer

*Pentium III CPU, 500-900 MHZ*

*256 MB RAM*

*15+ GB hard Drive*

*CD-ROM*

**15 Service Bucks  
or \$75 Refurbishing Fee**

### Standard Plus Home Computer

*Pentium 4 (Celeron) CPU, 1.5 GHZ*

*512 MB RAM*

*30 GB Hard Drive*

*CD-ROM*

**25 Service Bucks  
or \$125 Refurbishing fee**

### Special Computers

*Same specifications as the standard home computer plus one or more of the following options:*

*CD-RW drive  
DVD-ROM Drive  
Wireless internet card  
Black Case*

**15 Service bucks  
or \$75 fee plus  
5 Service bucks or \$25 per option**

### Premium Computers

*Specifications are a range of:*

*Pentium 4 1.5-3.0 GHZ  
CD-RW/DVD-ROM  
40-120 GB Hard Drive  
512+ MB RAM  
Wireless  
Etc.*

**35 Service Bucks and up  
or \$175-275 fee**

# Computers for Schools, Non-Profits and Community-based Organizations

We also offer computers to Oakland-based schools, non-profits and other community organizations:

## Elementary School Computer:

- **Hardware:** Pentium 4 (1.6 GHZ or higher), 512 MB RAM, 20 GB hard drive or greater
- **Software:** Windows XP Pro, OpenOffice (Word, Excel, PowerPoint compatible programs), typing program, graphics (Photoshop clone), music editing, and more.
- **Service fee:** Pentium 4 with 512 MB of memory: \$125

## Middle and High School Computer:

- **Hardware:** Pentium 4 1.6ghz or more, 512 MB RAM, 20 GB hard drive or greater
- **Software:** Windows XP Professional, OpenOffice (free MS Office clone includes Word, Excel and PowerPoint compatible clones), typing, graphics and other programs. PLATO ready.
- **Service fee:** \$125

## Non Profit Computer:

- **Hardware:** Pentium 4 1.5ghz or more, 512 MB memory, 20 GB hard drive or greater
- **Software:** Window XP Professional, OpenOffice (free MS Office clone), typing, graphics programs and more. MS Office XP can be installed for an additional \$25.
- **Service fee:** \$125

*Computers for nonprofits do not come with anti-virus.*

## Add-ons for any of the above computers:

- Add 512mb of memory to 1 gigabyte: \$25
- 15" LCD monitor: \$50 (as available)
- 17" LCD monitor: \$75 (as available)

## Installation and Support Services:

- On-site installation: \$25 per computer (highly recommended).
  - Additional rooms, \$50
  - includes a shared laser printer, network switches, power strips, and whatever else is necessary to complete the installation.

Computers from OTXWest can be reinstalled at the school by OTX-West technicians at the beginning of the school year for \$50 per computer, including software update, addition of new programs, clean keyboard, monitor mouse and lock-down. Schools with a large number of OTXWest computers can contract for ongoing service. The fee is \$200 per three hour visit. We recommend that OTXWest and the school agree on a regular schedule, such as weekly.

# How to Contact Us

We are located at 1680 14<sup>th</sup> Street in West Oakland.

Phone: 893-4822

Fax: 893-1205

Email: [info@otxwest.org](mailto:info@otxwest.org)

Website: [www.otxwest.org](http://www.otxwest.org)

## Office hours

*We can be reached by telephone Monday-Friday, 10 am- 6 PM.*

Monday: closed to the public

Tuesday : Donations and technical support, 2:30-6:00

Wednesday: Volunteer hours 2:30-4:30

- Every third Wednesday of the month is Distribution Day, 4-6 PM

Thursday: Volunteer hours 2:30-4:30

- Take Home Computer Program class 5:30-8:30 (please call to register in advance)

Friday – Closed to the public

## **First Saturday of the month only:**

- Computer Distribution, 10 am-12 PM
- Volunteer hours, 9 am-12 PM

## **Third Saturday of the month only:**

- Take Home Computer Program class, 9 am-12 PM (please call in advance to register)

***Check our website for the schedule of our new Adult Digital Literacy Classes!***

