SCIENCE AND ENGINEERING RESEARCH COUNCIL
RUTHERFORD APPLETON LABORATORY

INFORMATICS DIVISION

SOFTWARE ENGINEERING GROUP NOTE 54

issued by
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Move to R1 - Requirements

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(see next page)

INTRODUCTION

A visit has been made by R W Witty, L E Valentine and J M Gore to offices 2.61 (RWW's) and 2.62 (LEV's and JMG's) in R1. A plan (copy attached) of each office has been made and all requirements are indicated in their appropriate place.

REQUIREMENTS

Office 2.61

1. Telephones

Dr Witty needs to be able to make 2 simultaneous outgoing (ex RAL) calls so he can negotiate! This will require 2 lines. We need to find out if one handset can do this job.

Phone sockets to be sited middle of window trunking. Dr Witty wishes to buy a better type of phone for his office. Dr Witty does not want 2 of the 'standard issue' ones!

2. Power Points

It would be useful if 4 points could be installed on the window trunking, 2 each side.

3. Terminals

One x RS232, one 2 Mbit IBM 3270 plus ethernet etc as standard. All these connections to be sited middle of window trunking.

4. Whiteboard

Approximately 6' x 4' in size and to be sited next to sliding door to office 2.61 (as in present office in R27).

5. Anglepoise Desk Lamp

This item needs to be ordered.

6. In-trays

A complete new set of in-trays are required as old ones are cracked. A total number of 9 are needed.

7. Shelves

Two sets of shelves, one either side of the corridor door. Floor to ceiling, and also wood grain shelves either side of the radiator.

8. Coat Hooks

A free-standing coat/umbrella stand is requested rather than fixed coat hooks.

9. Desk, Chairs etc

Dr Witty wishes to take all of the existing furniture in his R27 G22 office into R1 2.61.

Office 2.62

1. Doors

In order to be able to utilise space fully the door leading to the corridor needs to be moved to the right (nearer office 2.61) to allow two lateral filing cabinets to stand side by side, each cabinet measures 40" wide.

A sliding door leading from office 2.62 into 2.61 needs to be positioned approximately 39" from corridor wall with mechanism in office 2.61 and when opening sliding towards corridor.

2. Telephones

A group answer-phone machine for when no secretarial cover eg lunchtime, evenings, weekends, divisional meetings. This machine will be run in conjunction with the SL Console in LEV's Office. The telephone point needs to be situated near LEV's desk (see plan) to avoid too many cables being draped around room.

3. Power Points

At least two sets of four sockets are required to accommodate machines used by secretarial staff. One set should be positioned by LEV's desk and the other by JMG's desk, this again avoids trailing cables.

4. Terminals

Connections for two PROFS/Displaywriter terminals are required ie 2 per Displaywriter, total of 4 in 2.62. These should be positioned near desks.

5. Noticeboard

Approximately 6' x 3' in size and to be sited over LEV's desk on the wall between offices 2.62 and 2.61.

6. Shelves

Wooden shelves either side of the radiator, these should be deep enough to hold ring binders and lever arch files. Other shelving will be required when we know what space we have.

7. Coat Hooks

A block of four coat hooks required in the left hand corner (nearest to corridor) on the wall between offices 2.62 and 2.63.

8. Furniture

A secretary's desk and table for displaywriter needed for LEV. One typist chair and a small wooden lock-up cupboard (approx 2'6" x 1'9").

segl/lv