

OFFICE TECHNOLOGY BACKBONE CHECKLIST

*Power Your Office Technology with Electronic Office Systems
From Broadband to Printers to VoIP, We've Got You Covered*

- ★ Supplied by EOS
- Supplied by our Industry Referral Partners

Network Infrastructure & Connectivity

- ★ High-speed **fiber or broadband internet** with redundancy/failover
- Business-grade **LAN/WAN** setup (on-premises, cloud, or hybrid)
- Enterprise-grade **Wi-Fi 6/6E** for secure, fast wireless access

VoIP Phone Systems & Unified Communications (UCaaS)

- ★ **Cloud-based VoIP phone systems**
- ★ Integrated **voice, video, chat, and SMS**
- ★ **Paging & intercom systems**
- ★ High-quality **VoIP headsets**
- ★ Interactive **digital whiteboards** & touchscreen collaboration panels

Business-Class Print & Document Solutions

- ★ **Multifunction Printers (MFPs)**: printing, copying, scanning, and faxing
- ★ **Secure print release & document workflow**
- ★ **Remote monitoring** for proactive maintenance
- ★ **Cost management tools** for tracking usage

Digital Faxing Solutions

- ★ **eFax / cloud faxing** integration
- ★ MFP **fax boards** where required
- ★ Secure **HIPAA-compliant faxing** for sensitive industries

Video Conferencing & Collaboration Tools

- ★ Interactive **digital whiteboards** & touchscreen collaboration panels
- **Zoom Rooms/ Microsoft Teams Rooms**

Document & Content Management

- ★ **Document Management Systems**
- ★ **Workflow automation**
- **Cloud collaboration platforms** (SharePoint, Google Workspace, OneDrive)
- **Portals**



NEW IDEAS. NEW SOLUTIONS.

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Office Productivity & Workspace Tech

- ✦ **High-speed scanning stations**
- ✦ **Paper shredders** (secure & compliant disposal)
- **Water purification, Coffee and Beverage systems**
- **Smart thermostats** & energy-efficient office automation

Mailing & Shipping Solutions

- ✦ **Smart postage meters**
- Integrated shipping platforms (UPS, FedEx, USPS)

Cybersecurity & Data Protection

- Next-generation **firewall** with **intrusion detection & prevention**
- **Email security** & phishing protection

Power & Business Continuity

- **UPS (Uninterruptible Power Supply)** systems for networking & servers
- **Backup generators** for critical infrastructure
- **Environmental monitoring** for server/network rooms

Data Management & Disaster Recovery

- **Cloud-based backup solutions** with automated replication
- Hybrid **on-prem + cloud storage** strategies
- Full **Business Continuity & Disaster Recovery** planning

Payment & Transaction Systems

- **Credit card processing terminals** (chip, contactless, mobile)
- **Secure payment gateways** for e-commerce
- **Check scanners**

Security & Access Control

- **Smart alarm systems** integrated with central monitoring
- **Fire & sprinkler monitoring systems**
- **Card access & keyless entry systems**
- **Video surveillance / IP camera systems**

Electric Vehicle (EV) Charging Stations

- ✦ **Level 2 or Level 3 EV Charging Stations** for your employees, customers or fleet vehicles