DATE: November 11, 2020

TO: Brenda Seymour, Procurement Director

FROM: James Hernandez

SUBJECT: Equipment Evaluation Report on GE Profile Convection Microwave Oven

**INTRODUCTIONARY SUMMARY**

The University has decided to start the preparation for equipping the kitchen located in the new campus dormitory building with new small appliances. Our sector was tasked by the purchasing office to evaluate the performance of existing kitchen appliances in current dormitories here on campus. In this report I will be discussing the performance we found on the appliance GE Profile Convection Microwave Oven, this memo presents our evaluation of the main features of the GE Profile Convection Microwave Oven.

**What We Observed from Our Evaluation**

The GE Profile Convection Microwave Oven provides main features such as: Ease with which appliance can be learned, Useful features, and Length of coverage warranty.

**Ease with Which Appliance Can Be Learned**

The GE Profile Convection Microwave Oven has a simple layout mapped on its front panel with clear and concise labels for each buttons’ functionality. With clear labels, students and faculty members who have used these microwaves in the current facilities have had no complaints on how to operate this appliance. We found this to be positive in evaluating performance because appliances that are not easy to learn, the students and faculty tend to not use them as often as others.

**Useful Features of The Appliance**

The useful features we have found on this appliance are:

* three different cooking modes (Convection Bake, Fast Cook, Microwave)
* Dial/ Electronic Touch Control
* Ten power levels
* LED Cooktop Lighting

Positivity was found with; having three different cooking modes gives the students and faculty more options of what to cook using the appliance, Electronic Touch Control allowing them with ease of using appliance, Ten power levels to gauge on temperature, and LED lighting allowing any late night uses of the appliance.

**Length of Coverage Warranty**

As of this moment, we have found that the GE Microwave Ovens that are in our current dormitories are no longer under the manufacturers warranty which was only one year after purchasing on both parts and labor. Included in the manual/ user’s guide for this appliance there is a Limited 1-year entire appliance warranty, which for in that year we will have coverage on all parts and labor included. We found that this would have a negative impact considering other manufactures offer up to 5-year warranties for their products.

**CONCLUSION**

The GE Profile Convection Microwave Oven appears to have and meet the criteria needed to suit the needs for faculty and students. We found only that the length of coverage warranty might affect the choice in continuing the use of this appliance at our university, however if the purchasing office is still unsure and would like us to continue our evaluation on the appliance please let us know and we will be happy to take care of any uncertainties.