

# CITE MS SYSTEM INFORMATION RECORD

## System Information

Asset ID	
System Specifications	(CPU, RAM, Storage)
System Description	(Where it is located and who is using it)
Connected Peripherals	(Type and Serial Numbers)

## System Software

Type	Software Name and Software Licence Key
(OS, productivity, anti-virus, etc.)	

## System Configuration

Hostname	
IP Address	IP Address: Subnet Mask: Default Gateway: DNS Server/s:
MAC Address	
Mapped Drives	

## User Accounts

Type	User Account Name	Member of
(e.g. Admin, Standard, Domain etc.)		(What Group/OU the user belongs to)