



updated 2010.03.30

# Computing and Telecommunications Services Non-Supported Product Declaration

## EDUCATIONAL PRICING

Many companies including IBM, Dell and Gateway offer products at educational pricing. Make sure you're ordering at the educational price, not just from the standard catalog or website.

Links to some education web stores are available on the Purchasing Guides website

[www.wright.edu/cats/purchase/](http://www.wright.edu/cats/purchase/)

## ONLINE BUYING TIPS

Buying online can be fraught with pitfalls. Make sure that the company is well established with a good business history.

Do they honor the university's tax-exempt status? How do they handle returns? What are shipping charges? Do they accept university Purchase Orders and standard business terms?

## Advantages of University Standards

CaTS recommended HP desktops come with a **5 year comprehensive warranty** and laptops with 3 years.

CaTS recommends PCs not only for today's software, but for next-generation software.

Systems come pre-configured from the factory with **Office, networking, virus protection** and other software ready out of the box.

Most installs of pre-configured systems are quicker and easier, saving you time and money.

Pre-configured systems are **patched and protected**, making it much less likely your PC will become infested with viruses or worms.

## Disadvantages of Non-Supported

Installation of non-supported equipment will incur **installation charges** not applied to normal purchases. Setup of a non-supported computers is billed at \$50/hour, in one hour increments.

Systems may not have network access until required software patches and virus-protection software are installed.

Systems running Windows **Home Editions** are not permitted and must be upgraded to **Pro or Business Edition** for full network functionality.

Lower cost Intel Celeron or AMD processors may run required software more slowly than recommended systems and will be less likely to run future software upgrades or newer applications.

## Purchasing Products Not Recommended By CaTS

Computing and Telecommunications Services evaluates products for recommendation to the university and offers support for these systems. If you prefer to purchase a non-supported product, you do so with the understanding that CaTS does not guarantee the functionality of your selection, nor its compatibility with other university systems. Further, your department will be responsible for any support issues and/or costs that may arise from this non-supported product.

Compatibility, support, and price should be carefully considered before purchasing a computer product. Recommended products have been tested for compatibility with existing recommended and supported systems on campus including the campus network. CaTS offers support and training for recommended products.

Recommended suppliers have been evaluated based on the quality and compatibility of their products as well as the support they offer the university. Product price is also considered, but is not the primary decision factor. Differences in the price of similar products can usually be attributed to differing levels of support, compatibility and quality of components.

While use of these non-supported products may be allowed, if they are found to be incompatible with other supported products, CaTS will be unable to assist you. Further, if the non-supported product is found to be interfering with the operation of other systems or does not meet the security requirements of the campus network, it will be disconnected from the network. The installation of non-supported equipment onto the campus network will also incur additional installation charges that are not applied to supported equipment.

Requisitions that include this Non-Supported Product Declaration are reviewed by Purchasing and CaTS, which reserve the right to refuse these requests. In some cases, university funding will require the purchase of CaTS-recommended products.

**Wright State University does not recommend the purchase of used or refurbished equipment. Purchasing reserves the right to refuse such requests.**

This form must be signed, dated and attached to your WrightBuy requisition before it can be reviewed and approved. Non-supported orders without this form can not be processed.

End-User Name: \_\_\_\_\_

Department: \_\_\_\_\_

Phone: \_\_\_\_\_

Vendor: \_\_\_\_\_

Requisition No. \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## HOW TO USE THIS FORM

Print this form out and send it to the Purchasing department. Please remember to include your Requisition number for proper reference.

## CONNECTIONS & CHARGES

For setup/installation, please contact the CaTS Help Desk. For more information about possible setup/support charges, see the Desktop Charges link on [www.wright.edu/cats/purchase/](http://www.wright.edu/cats/purchase/)

## CaTS Help Desk

937.775.4827  
helpdesk@wright.edu

*By signing this form, you agree to the conditions outlined above and understand that your department is responsible for all hardware support of the items purchased for the life of the equipment.*