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UNIVERSITY INFORMATION SYSTEMS

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UIS Service Desk Hardware and Software Request Form [1]

Use this form to request hardware and non-standard software for staff. Review Hardware Standards [2] and Software Standards [3] for a list of typical workstation setups. Turnaround time is generally 5 days for new installations.

First Name *

Last Name *

Recipient *

Email Address *

Department Name *
- Select -Academic AffairsAdministration & COSAdvancementBoard of RegentsBudget and FinanceCU Real Estate FoundationElectronic Research AdministrationEmployee Learning & DevelopmentEmployee ServicesFaculty CounselFoundationGovernment Relations Health AdministrationHigher Education Fiscal CoordinatorHuman ResourcesInternal Audit Institutional ResearchLitigationOffice of the ControllerOffice of Information SecurityOffice of Policy & EfficiencyOffice of the PresidentPayroll & Benefit ServicesPrivilege & Tenure Procurement Services OfficeRisk ManagementStaff CouncilStrategic ResearchTreasurer?s OfficeUniversity CounselUniversity Information SystemsUniversity Relations

Request Type *
New Hardware

Upgrade Hardware

Software

Provide Speedtype *

Select Hardware

Please select the quantity of each computing device you are ordering. PLEASE NOTE: support for hardware not listed on the Hardware Standards page is limited. The Service Desk can install and troubleshoot standard applications and provide limited troubleshooting support for the hardware itself. Turn-around time for non-standard hardware is an average of two weeks and there may be additional cost as pricing is outside of the university's negotiated hardware rates. Non-standard hardware includes local user printers, scanners and computing equipment not listed on the Hardware

Standards page. If you have questions about hardware not listed on the Hardware Standards page, please contact the UIS Service Desk at 303-860-4357 (HELP) or email us at help@cu.edu.

Dell Laptop Option 1
Dell Latitude E7240-VPro laptop with dock

CPU
- None -i5 2Core 1.9GHzi7 2Core 2.7GHz

RAM
- None -4GB8GB16GB

Hard Drive
- None -128GB SSD256GB SSD

Notes
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Dell Laptop Option 2
Dell Latitude E7440-VPro laptop with dock

CPU
- None -i5 2Core 1.9GHzi7 2Core 3.0GHz

RAM
- None -4GB8GB16GB

Hard Drive
- None -128GB SSD256GB SSD

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Dell Desktop Option 1
Dell Optiplex 9020 minitower desktop

CPU
- None -i5 4Core 3.4GHzi7 4Core 3.4GHz

RAM
- None -8GB16GB32GB

Hard Drive
- None -128GB SSD256GB SSD

Graphics card
- None -AMD Radeon HD 8570 1GB DDR3Dual AMD Radeon HD 8490 1GB DDR3AMD Radeon HD 8490 1GB DDR3Intel Integrated GraphicsNVIDIA GeForce GTX645 1GB GDDR5

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Dell Desktop Option 2
Dell 9020 All-in-one desktop

CPU
- None -i5 4Core 2.9GHzi5 4Core 3.1GHzi7 4Core 3.1GHz

RAM
- None -4GB8GB16GB

Hard Drive
- None -1TB Serial ATA128GB SSD256GB SSD

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Dell Tablet Option 1
Dell Venue 11 Pro

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MAC Laptop Option 1
MacBook Air laptop w/11" screen

CPU
- None -i5 2Core 1.3GHzi7 2Core 1.7GHz

RAM
- None -4GB8GB

Hard Drive
- None -128GB SSD256GB SSD512GB SSD

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MAC Laptop Option 2
MacBook Air laptop w/13.3" screen

CPU
- None -i5 2Core 1.3GHzi7 2Core 1.7GHz

RAM
- None -4GB8GB

Hard Drive
- None -128GB SSD256GB SSD512GB SSD

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MAC Laptop Option 3
MacBook Pro laptop w/15" screen

CPU
- None -i7 4Core 2.0GHzi7 4Core 2.3GHzi7 4Core 2.6GHz

RAM
- None -8GB16GB

Hard Drive
- None -256GB PCIe Flash storage512GB1TB

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MAC Laptop Option 4
MacBook Pro w/13" screen

CPU
- None -i5 2Core 2.4GHzi5 2Core 3.6GHzi7 2Core 2.8GHz

RAM
- None -4GB8GB16GB

Hard Drive
- None -128GB SSD256GB SSD

Notes
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MAC Laptop Option 5
MacBook Pro Laptop w/13" screen

CPU
- None -i5 2Core 2.5GHzi7 2Core 3.6GHz

RAM
- None -4GB8GB

Hard Drive
- None -128GB SSD256GB SSD512GB SSD

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MAC Mini Desktop Option 1
Mac Mini Desktop

CPU
- None -i7 4Core 2.3GHzi7 4Core 2.6GHz

RAM
- None -4GB8GB16GB

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iPad Option 1
iPad Air Wi Fi

Select Monitor
Please select the quantity of each monitor you are ordering.

Monitor Option 1
Dell 21.5? monitor ? 21.5? screen

Monitor Option 2
Dell 24? monitor ? 24? screen

Non-standard Hardware
Yes

No

Please note that support for hardware not listed on the Hardware Standards page is limited. The Service Desk can install and troubleshoot standard applications and provide limited troubleshooting support for the hardware itself. Turn-around time for non-standard hardware is an average of two weeks and there may be additional cost as pricing is outside of the university's negotiated hardware rates. Non-standard hardware includes local user printers, scanners and computing equipment not listed on the Hardware Standards page. If you have questions about hardware not listed on the Hardware Standards page, please contact the UIS Service Desk at 303-860-4357 (HELP) or email us at help@cu.edu.

Describe the Non-standard Hardware
Describe the non-standard hardware you are requesting. Include as much information as possible, including a link to the hardware, if possible.

Software
Adobe Acrobat X Professional

DYMO Label Software

MS Project 2010

MS Visio 2010

Notepad++

OnBase (client, Outlook integration, Virtual printer)

Oracle 11g

Oracle People Tools (AppDesigner)

Perceptive ImageNow

Printkey2000

PuTTY

Quest Toad for Oracle

Quest Toad for Oracle DBA Suite

Teammate

TechSmith Snagit

UltraEdit

WinMerge

WinSCP

Zixmail

Note: Some software requires licensing. Non-standard software is ordered at additional cost.

Non-standard Software

Please include a detailed description of the non-standard software you are requesting. Include a link to the software, if possible.*

*Please note that the Service Desk can provide limited support for non-standard software. Please contact the Service Desk to discuss options that will meet your needs while retaining support capabilities.

Notes

Please include any additional information or questions.

Source URL: http://www.cu.edu/uis/forms/uis-service-desk-hardware-and-software-request-form

Links:

[1] http://www.cu.edu/uis/forms/uis-service-desk-hardware-and-software-request-form
[2] http://www.cu.edu/uis/uis-service-desk/policies-guidelines/uis-hardware-standards
[3] http://www.cu.edu/uis/uis-service-desk/policies-guidelines/uis-software-standards