

What is a Technology PROJECT?

A **TECNOLOGY PROJECT** is any request for technology that has some or all of these characteristics:

- a) Has a longer duration than a routine ITS technical request such as PC, Printer, and technology fixes (for example, your request will take longer than 7 days to initiate and complete the work)
- b) Involves a 3rd party vendor of any type (for example, you are purchasing a new software or hardware that needs to be integrated into current systems or network)
- c) Requires multiple campus constituents involvement and/or requires multiple ITS teams to coordinate (for example, a change to a software or hardware system that impacts more than 1 department)
- d) Requires the implementation and purchase of new hardware or software
- e) Requires department/ITS staff to learn the technology before it can be implemented
- f) Total cost of ownership over the life of project including purchase, implementation, staffing, and annual fees requires additional funding, staffing or consulting. (result: the project requires additional staffing, labor or financial resources not currently in existence)
- g) There are ongoing maintenance or support costs (beyond initial cost)