Old Dominion University Computer Science Department
Policies and Procedures

Title: Windows Software Request
ID: CSMS001
Revision: 1.0

Purpose
This procedure provides guidance on requesting software.

Scope
This procedure only applies to the Computer Science Department.

Requesting Windows Software
Requests for installation of Windows software can be submitted by sending e-mail to root@cs.odu.edu or within a chat session on the Computer Science department eConsult at http://chat.cs.odu.edu:8080. The request can apply to either the personal desktop of a user assigned an office in the CS buildings, or the general use machines in the CS Labs (Open Research or Problem Solving). The systems group will review software and reply to the user letting them know whether the software will be installed or not.

Definitions
N/A

Revision History
Work in progress.