

## PREAPPROVED **MICROSOFT** INFORMATION COMMUNICATION TECHNOLOGY FORM (ICT)

### FISCAL YEARS:

**2023-2024, 2024-2025, 2025-2026, 2026-2027, 2027-2028**

### Introduction

This ICT Form has been pre-approved for your **MICROSOFT** product purchases.

California State University, Northridge strives to make its programs, services, and activities accessible to all students, faculty, staff and the general public who visit our campus, regardless of disability. Departments must analyze their pending requests for Information and Communication Technology (ICT) products to ensure that an accessible product is being requested or determine whether the product is the most accessible product of its kind in the marketplace. Regardless of the outcome of the accessibility evaluation related to this form, departments are expected to reasonably accommodate an individual's request for a disability-related accommodation. Information about the university's process can be found at [www.csun.edu/eqd](http://www.csun.edu/eqd).

### Functional / Performance / Impact

**Functional** – Microsoft Product Desktops and Laptops used by faculty, Staff and Students. Entering data, manipulating data, viewing processed data and storing data. Computers are designed to transform raw data into information. The computer operates under the control of instructions stored in its own memory unit and can accept inputted data, process it arithmetically and through sequenced based logic, produce information and store the results for future use.

**Use** - These products will be used by an unlimited number of users in various departments across campus by Faculty, Staff and Students.

**Impact** - This ICT form will cover current and new Microsoft Hardware purchases.

### Product(s) All Models/Versions

**Windows Surface computers and laptops. Includes Operating System Windows and Linux.**