

# Software, Hardware, and Other Equipment -- Making Recommendations for TSI

Recommendations for product development or the purchase of software, hardware, and other equipment for 2CUL TSI should include the following:

- The product to be developed or purchased
- Whether the product will be used at one or both institutions
- The problem we need to address
- How the product/solution will address this problem
- Whether the product/solution is scalable
- Resources required for implementation (money, training, staff, etc.)
- Whether we have already conducted a trial or pilot and the results of that trial/pilot
- What staff will use the product?

Submit requests to Kate Harcourt, Jim LeBlanc, or other member of the TSI Steering Committee for consideration and routing, when appropriate, to other departments (Columbia and/or Cornell IT, for example). In some cases the Steering Committee may ask for further information about the product (estimated cost, need for staff training, etc.).