

## CCIT Policy for Discontinued Monitors – July 2010

A monitor discontinued by CCIT may be utilized by Columbia College staff as a second workstation monitor, though it will not be supported in the same manner as the primary workstation. Such monitors are out of warranty and will not be supported beyond the initial installation to the workstation. If the workstation does not support a second monitor, then it is up to the client to purchase a second video card for the workstation. CCIT can help with the selection and installation of a compatible video card, but this option is not recommended, as it is often cost prohibitive.

Per its regular four-year cycle, a workstation with such a second, discontinued monitor is replaced with a new workstation and a single new monitor. Upon such workstation retirement, both old monitors are returned to CCIT inventory. As inventory allows, newly discontinued monitors may be available to add as a second monitor as per this policy.

Discontinued monitors are available on a first come, first serve basis. If interested, submit a ticket via Bugzilla or send an email to [ccit@columbia.edu](mailto:ccit@columbia.edu). Priority will be based on ticket number of the request.