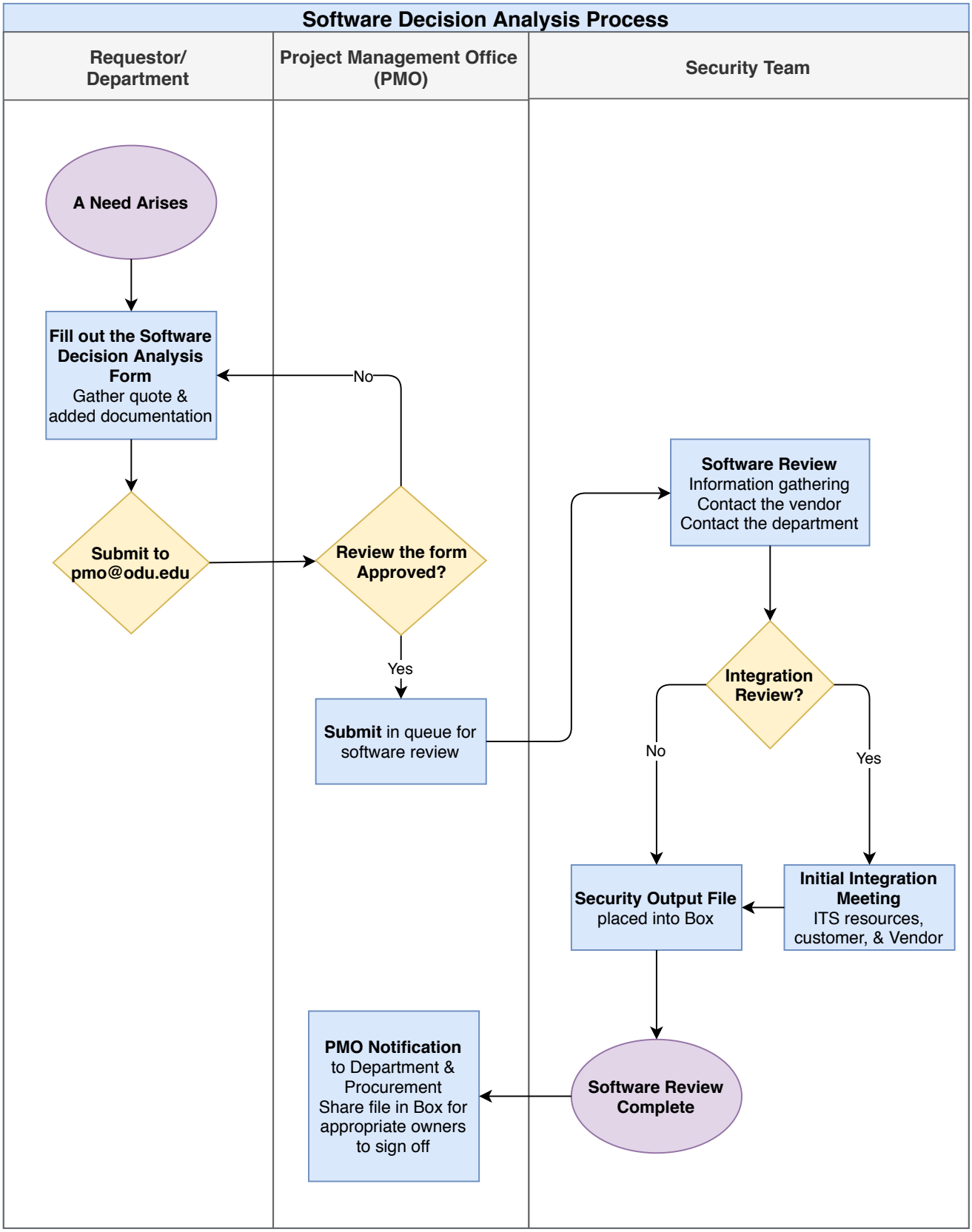
Software Decision Analysis Process
Requestor/ Department
Project Management Office (PMO)
Security Team
A Need Arises
Fill out the Software Decision Analysis Form
Gather quote & added documentation
Submit to pmo@odu.edu
Review the form Approved?
No
Yes
Submit in queue for software review
Software Review
Information gathering
Contact the vendor
Contact the department
Integration Review?
No
Yes
Security Output File placed into Box
Initial Integration Meeting
ITS resources, customer, & Vendor
Software Review Complete
PMO Notification
to Department & Procurement
Share file in Box for appropriate owners to sign off