Cleveland State University
Information Services and Technology

Item	Description	One-Time Costs	Comments	
Installation of a new 12 button telephone set	Install a new 12 button telephone set	$170.00		
Installation of a new 24 button telephone set	Install a new 24 button telephone set	$190.00		
Installation of a new 12 button IP telephone set	Install a new 12 button IP telephone set	$170.00	IP telephone sets are used only in Cole Center, Cowell & Hubbard, Film School, Middough Building, Tennis Dome, Washkewicz Hall	
Installation of new telephone jack	Installation/wiring of a new telephone jack	$900.00	Submit the location in the room of where the new jack should be installed	

Item	Description	One-Time Costs	Comments	
Installation of an analog line	Install a new analog telephone line. Analog lines include: fax machines, modem lines, security lines, wall telephone sets (campus telephones)	$50.00	Fax machine and modems are not provided by Telecommunications. Your department will need to purchase this equipment	
Moving of telephones - new telephone location has an existing jack	Move telephone(s) from one location to another	$50.00	$90.00 charge is per phone being moved (i.e. if moving 2 phones, the charge would be $180.00)	
Upgrade telephone set	Change telephone set from a 12 button to a 24 button set	$120.00	Add additional lines on the telephone set to be picked up/viewed on the telephone	
Deletion of a telephone set from department	Remove telephone number and billing from department budget	No Charge	Telephone equipment is removed from the room. Telecommunications will pick up the telephone set from department location and return to inventory	
Faceplate change	Add/remove department telephone lines from a telephone set	$5.00	Will add additional line appearances to be seen from the telephone set.	

Item	Description	One-Time Costs	Comments	
Change ringing of existing extensions on a telephone set	When extensions appear on a telephone set, have the option to see red light blinking on incoming call or also hear ringing of line	No Charge	If being completed for an entire department (at one time, $25.00 charge)	
Change pick groups	When a phone rings in your department (and line does not appear on telephone set), if in a pick group, can bring the call directly to your phone line	No Charge	Please specify all the extension numbers that should be included in the pick group	
70' telephone cord	Borrow a longer telephone cord for a short time period	No Charge, if temporary; $15.00 to keep		
Voice Mailbox - Standard	Create an individual subscriber mailbox for an assigned telephone	No Charge		
Port charge	Monthly charge for telephone equipment	$23.70 per month	Port charge is for 12-button, 24-button, modem lines, fax machines, analog wall telephones, security lines, intercom systems, emergency telephones	

Item	Description	One-Time Costs	Comments	
Univerge UC700 and MC550	Combines mobility, presence status, communication history, instant messaging, call control and voice services through desktop and smartphone applications	No charge to department, license charge of $140 to be paid by Telecomm	Customizeable feature based on user preferences. Training available at time of setup. For additional information and to complete setup of the client features, please contact Telecommunications at x3881.	