

## **Contract Summary**

### **CLOUD STORAGE**

#### **PRODUCTS AND SERVICES**

University of Houston Information Technology (UIT) provides all UH employees and departments with an approved cloud storage solution. Good business practices consistent with federal, state and industry regulations require that the University ensure that any data stored outside of University devices meets appropriate security standards, be recoverable and remain the University's property. SAM 07.A.08 requires that the University provide sufficient protection for Level 1 and Level 2 data.

#### **PRICING**

University of Houston Information Technology (UIT) provides all UH employees and departments with an approved and free cloud storage solution. Use of any other cloud storage solutions for Level 1 or 2 university data require a contract (even if the offering is at no cost).

#### **HOW TO UTILIZE THE CONTRACT**

In order to use the approved cloud storage, divisions and departments should note the following:

1. Microsoft Office 365 is available to all UH employees with a CougarNet ID (including departmental CougarNet accounts)
2. Microsoft Office 365 accounts come with 1 terabyte of data storage, and additional storage can be arranged with University Software
3. UIT offers training and instruction on the use of Office 365, to request assistance in use of or training on Office 365, email [office365@uh.edu](mailto:office365@uh.edu)
4. Researchers with special compliance requirements related to federal grants (DOD, etc.) should contact the UH Division of Research regarding the ability to utilize AWS Government Cloud Services.