Assistive technology* workflow/responsibilities for Windows 7 managed operating environment (MOE).

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* Assistive technology for the MOE includes TextHelp 10, Dragon NaturallySpeaking 11, JAWS 12 and ZoomText 9

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**Assistive Technology Advisor (ATA) advises regarding software update**

- **Notify Student ITS Manager (SIT).**
  - **YES**
    - **Does software maintenance agreement cover upgrade?** – check with software procurement
  - **NO**
    - **ATA obtains trial version of software**

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**ATA & SIT test software for known functionality and new features of product**

**ATA & SIT create a checklist of points tested and installation/configuration instructions to provide to MOE team.**

**SIT updates instructions on Data 5 and raises Infra job to notify MOE team of product upgrade for packaging.**

**Once test package available ATA and SIT evaluate/test for deployment**

**Use SIT lab for UAT and final sign-off.**

**Senior managers of IT (SMITs) are notified of completed package.**

**ITS change advisory board (CAB raised for deployment)**

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