

CAUTION

PORT SECURITY IS ACTIVE

All devices and switch ports used on County networks must be pre-approved by the Department of Information Technology

1. To add or move a network device on a county switch, enter an IT helpdesk ticket at: <http://sanvm1/SupportCentral/ServiceRequests> and select Service Catalog > Network > Add / Move a Network Device (Port Security Request).
2. Search <http://sanvm1/SupportCentral/HelpdeskTickets> for current ticket status. Minimum activation time is 5 working days.

Plugging in unapproved devices or moving approved devices to different switch ports without I.T. authorization will cause the effected ports to be shut down!

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