



## **Apple Device Frequently Asked Questions**

*Please note that the contents of this document apply to state-owned Apple devices only.*

### **Is a moratorium required to purchase an Apple device (iPad or iPhone)?**

No, a moratorium is not required to purchase an Apple device.

### **Do I need to fill out a Remote Access Device (RAD) form for an Apple device (iPad or iPhone)?**

Yes, the RAD Use Policy is available at

<http://intranet.bit.sd.gov/policies/docs/RAD%20Use%20Policy.pdf> and the form is at [http://intranet.bit.sd.gov/policies/docs/RAD%20Use%20Policy\\_Acceptance.pdf](http://intranet.bit.sd.gov/policies/docs/RAD%20Use%20Policy_Acceptance.pdf).

### **Does BIT provide support for Apple devices?**

No, BIT does not provide support for Apple devices.

### **How does an agency purchase an Apple device?**

Apple devices can be obtained by contacting Margie Newling at 605.773.7532.

### **What information does BIT need to obtain quotes?**

- How many devices will be purchased?
- How much memory is required for each device?
- Will a cellular plan be obtained for each device?

### **If an agency purchases an Apple device can it be connected to the state's network?**

No, you will not be able to connect Apple devices to the state's network – wired or wireless. If you need to access state resources with an Apple device, you need to purchase a cellular plan and use the Citrix client for Apple devices to connect to Citrix Full Desktop for access to network drives.

### **Is a moratorium required to purchase an app via the App Store for a state-owned Apple device?**

No, a moratorium is not required for app purchases.

### **How does an agency pay for an app purchase?**

A credit card is required to purchase apps. If a personal credit card is used, retain necessary receipts and turn them into the agency finance office for reimbursement.

### **Can an agency use a state purchasing card to buy apps?**

Yes, this applies to the same procedure for purchasing computer equipment on a state purchasing card. Authorization from Deb Dufour in BIT and Steve Berg in OPM must be obtained before a purchase is made.