



Safely Disinfecting Computers

Please follow these guidelines to sanitize computer equipment regularly. If you took University equipment home for remote work, you must sanitize that equipment before and after returning it to campus. Once you return the equipment to campus, you should sanitize it daily. In the case of shared workstations, equipment should be sanitized before use by others.

Approved COVID Disinfectants

Safe for Computers, Accessories and Electronics

- Using a paper towel sprayed with a mixture of 70% isopropyl alcohol/30% water or a wipe containing 70% alcohol, gently and carefully wipe the hard, nonporous surface of the item. This includes the display, keyboard, mouse and the exterior surface of the item. If you have concerns about the cleaning product being used, please refer to the manufacturer's recommendations and warning label.
- When using a disinfectant wipe, it is important to follow the contact time found on the label. It may be necessary to use more than one wipe to keep the surface wet for the recommended contact time.
- Do **not** use fabric or leather wipes on items, as this can scratch or damage them.

Note: You may experience some visible cosmetic changes to some finishes over time as a result of the recommended cleaning process. Other cleaning chemicals are very harsh and will damage surfaces. Avoid using any of the chemicals or products containing these chemicals listed in the blue box.

Technology Cleaning Tips

1. Use a lint-free cloth, such as a screen wipe or a cloth made from microfiber.
2. Avoid excessive wiping and submerging item in cleanser.
3. Unplug all external power sources and cables.
4. Do **not** use aerosol sprays, bleach or abrasive cleaners.
5. Ensure moisture does not get into any openings.
6. Never spray cleaner directly on an item.

Do Not Use

Do not use any of the following chemicals or products containing these chemicals on electronics:

- Any chlorine-based cleaner, such as bleach
- Peroxides (including hydrogen peroxide)
- Solvents such as acetone, paint thinner, benzene, methylene chloride or toluene
- Ammonia (i.e., Windex)
- Ethyl alcohol

Using any of the chemicals listed above will cause permanent damage to some product surfaces. By following the steps outlined, you can minimize the risk of damage.