

Faculty Software Installation

In order to prepare for, and teach, my classes at Seattle Central it is necessary for me to install software on my Seattle Central desktop computer. I plan to do the following types of installations:

Updates to free plugins _____
Free software downloads. _____
Evaluation of instructional software _____
Software for a personally owned PDA _____
Installation of commercial software purchased by the College. _____

I understand the difference between shareware and public domain software, and I will arrange payment of the requested fee for any shareware I install.

I will observe limitations on demo and evaluation versions and will not re-install or exceed the free time period for such software.

If I evaluate textbook software and do not adopt the text, I will immediately remove the software.

I am aware that all campus software, except synchronization software for a PDA, must be college-owned or college-licensed. (PDA software may be personally owned, but a copy of the license must be on file.)

I understand that that IT Services cannot maintain or support software installed by the user. If software I install causes the computer to malfunction, IT Services' responsibility is limited to restoring the system to the current campus default setup.

If software I install on my computer is found not to be properly licensed I understand that it will be removed and that future installations on this computer will be done by IT Services under normal procedures.

I have read, and agree to comply with, the campus software procedures. I accept responsibility for installing software on my computer, CCS _____.

(signed) _____ Date _____

NAME (print) _____ DIVISION _____

Office _____ Phone _____

(Dean or Division Head) _____ Date _____

Received by IT Services _____ Date _____