



NUI Galway
OÉ Gaillimh

Microsoft Site Licence Agreement

Acceptance Form

Please read the following conditions carefully:

- ◆ I will read and abide by the licence agreement* associated with this software.
- ◆ I understand the minimum specifications to run the software as listed.
- ◆ I understand that if NUI Galway does not renew this agreement or if the agreement is terminated for any reason, then I must delete or remove the software licenced under this agreement from my computer at the time the agreement expires or is terminated.
- ◆ I understand that I am not licenced to use the software for commercial purposes.

Please tick ✓ software being installed:

- MS Office Professional
- MS Publisher
- MS Project
- MS Windows Professional
- MS Visio Professional

I hereby acknowledge the above conditions and will abide by the licence agreement associated with this software.

Signature: _____

Print Name: _____

Staff ID No.: _____

Department: _____

Date: _____

* Details of the licence Agreements for Microsoft Campus Framework are available online at www.nuigalway.ie/ISS

Please return completed form to the Service Desk, Information Solutions and Services



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Microsoft Campus Connect Agreement

Information

Under the annual agreement with Microsoft, NUI Galway has made the following software available to you from the Service Desk, Information Solutions and Services:

- MS Office Professional
- MS Publisher
- MS Project
- MS Windows Professional
- MS Visio Professional

This software is made available to you because NUI Galway purchases licenses under a Microsoft Campus Framework Agreement which is renewed in June. NUI Galway is extending to you the right to use the software for University-related purposes at home. You do not own the licence or the CDs. The Licences granted under this agreement are **temporary** i.e. they are in effect for the duration of the agreement. As usual the software is copyrighted, cannot be lent, rented out, reverse-engineered or exported. You will be required to remove the software from your home machine if the Campus Agreement is not renewed by NUI Galway or if you leave the University.

Note: If you buy a new computer you must purchase a base (e.g. Windows XP) operating system from the OEM. You cannot buy a “blank” machine and use the deal to install the operating system.

Home Use

Staff who have the right to use software under this deal may also install and use MS Office Professional, Project and Back Office CALs on **one** computer **they** own (as opposed to the University) irrespective of whether the machine is a desktop or laptop machine located at work or at home for University related business. (Note: This is only valid for the duration of the agreement).

We are obliged to advise you that:

- products are licenced by Microsoft
- products may only be used in accordance with terms and conditions of the agreement
- products may not be copied or transferred in violation of such terms and conditions.

Information Solutions and Services are obliged to keep records of what is installed under the agreement “*You must keep all usual and proper records relating to your reproduction, distribution and use of Campus Software products...*” and Microsoft have the right to audit the University during and up to one year after the agreement is terminated.

Any queries relating to the agreement should be directed to the Service Desk, Information Solutions and Services (servicedesk@nuigalway.ie Tel. x5777), in the first instance.

Please return completed form to the Service Desk, Information Solutions and Services