



# Information Technology Services: Woolyungah Indigenous Centre

## Software Request Form

**Please Note:** Additional or updated software will only be installed during the summer and July breaks. No Software will be installed during session. One software request per form

Software requests close off dates:

First week in **November 2008** – for Session 1 2009 requests  
First week in **April 2009** – for Session 2 2009 requests



Requests received after these dates will **NOT** be processed

Name: \_\_\_\_\_ Extension: \_\_\_\_\_

Faculty/Department: \_\_\_\_\_ Mobile/Pager: \_\_\_\_\_

Software required for Subject No: \_\_\_\_\_ Session No: \_\_\_\_\_

Subject Co-ordinator \_\_\_\_\_ Extension: \_\_\_\_\_

### Software Information

Software Name: \_\_\_\_\_ Version: \_\_\_\_\_

Custodian of the Software: \_\_\_\_\_ Extension: \_\_\_\_\_

Platform: (tick)    PC                       MAC                       Both

Which Lab do you require this software to be installed? (Please Tick)

Student Lab (6 PC's) Non Teaching Lab

Is the software Windows XP Compatible?                      Yes                       No

Does your faculty have the appropriate number of licenses required to install the above requested software?

Yes     No

Are you familiar with the installation procedure of this product?                      Yes                       No

If **No** please specify alternate contact: \_\_\_\_\_

I hereby agree that the above software licensing information is correct, and has been verified.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### Office Use Only:

|                        |                     |
|------------------------|---------------------|
| Date form received:    | Form received from: |
| Software install date: |                     |