

East Georgia College Computer Services Department Approved Software / Applications Policy

Scope

The software /applications included in this document have been approved for installation on East Georgia College IT resources. Software / applications found to be installed on college IT equipment that do not appear on this list will not be supported by computer services staff and may be removed by computer services staff.

If any department (i.e., faculty, staff member) of the college determines that a specific application other than those listed in this policy needs to be purchased, the department must obtain approval from the Director of Computer Services prior to purchasing the application. Additionally, in order to determine the application's technical specifications / requirements, the computer services department must be contacted. Furthermore, the Director of Computer Services must also sign the departmental purchase request for the specific software / application.

NOTE: Even though a software / application is included in the "approved" listing below, the necessary license must exist (or be purchased) in order for the software to be legally installed on any college-owned IT equipment. Please check with the college's computer services department for more information on software licenses.

Approved software / applications:

Virus protection software:

1. McAfee Antivirus Software

Word processing and related production software:

1. Microsoft Office Professional (versions XP and higher)
2. Corel – Word Perfect (version X3 and higher)

Web page authoring software:

1. Microsoft Front page

Email client software:

1. Eudora
2. Microsoft Outlook & Outlook Express
3. Campus WebMail system
4. Netscape Email

Internet browser software:

1. Internet Explorer
2. Netscape
3. Firefox

Diagramming / drawing software:

1. Microsoft Visio
2. Microsoft PhotoDraw
3. Adobe PhotoShop

PDF software:

1. Adobe Acrobat
2. Primo PDF