



## Limited Use Software Policy

This policy pertains to software that will be purchased for 10 computers or less. It is the responsibility of the person who would like to purchase the software to follow these guidelines before purchasing. The BPS Technology Department will not be held responsible for software that does not work on computer equipment for which it was purchased.

- ❖ Limited to 10 computers or less.
- ❖ Purchaser will need to do the research to ensure the software will work on the designated computers
- ❖ The installation of unauthorized and/or unlicensed applications is not allowed.
- ❖ All software if purchased under this limited use policy is to be kept by the purchaser and must be provided (along with license information) to BPS Technology for reinstalls.
- ❖ It will be up to the purchaser to contact the company and ask for an exchange/upgrade/refund if the software does not work.
- ❖ BPSD is not responsible for support of non-standard software on staff/student computers. Non-standard software that interferes with regular BPSD programs will be removed and the computer re-imaged. No user may install any software that could compromise the security of the user's machine or the BPSD network.
- ❖ Software that is only installed in 1 lab or less than 30 computers for the whole district will not be packaged by the BPS Technology Department. It will need to be individually installed.

If you would like to purchase more than 10 licenses, you can request a review of the software from the New Resource Request committee by completing the New Product/Service Consultation form at this link:

<http://www.bismarckschools.org/district/curriculum/new-resource-request/>

If you have any questions regarding the software you would like to purchase please contact the Technology Support Supervisor at 323-4049.