
University College Cork

Software Licenses: Guidelines for Users

Version 1



Guidelines for the University community regarding the licensing of software on their PC's and Laptops.

Document Location

<http://www.ucc.ie/en/it-policies/guidelines>

Revision History

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Version Number/Revision Number	Revision Date	Summary of Changes

Consultation History

Revision Number	Consultation Date	Names of Parties in Consultation	Summary of Changes

Approval

This document requires the following approvals:

Name	Title	Date

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Users must ensure that they have valid licenses for the software on their PCs. IT Services will have campus licenses for most of the widely used software but individuals or departments must get their own licenses for any specialist software packages they may be running. If you need clarification regarding software licenses, you should check IT Services website or contact the Helpdesk.

Systems administrators or other users setting up a PC lab have responsibility for ensuring that all software licenses are up-to-date.

Users must ensure that their software licenses cover the particular computers they are using. When changing a computer, for example, the license may not allow for the transfer of the software to the new computer.

In most cases the software licenses in College restrict use to UCC-owned computers or computers used by staff in their work for UCC. There is an obligation on the user to remove such software from any personally-owned computer immediately on ceasing to be on the UCC payroll.