

Microsoft Campus Agreement (MCA) 2008-09 Participation

Participating Departments at the University of Arkansas, Fayetteville, are now licensed per FTE (Full Time Equivalent). This means that all departmentally owned computers are now covered under the Microsoft Campus Agreement (MCA) Multi-Platform License for the following product selection:

Product Selection

- Desktop Campus Enterprise CAL Suite
 - Windows Vista Enterprise Upgrade
 - MS Office Enterprise 2007
 - MS Enterprise CAL Suite
 - Exchange Server Standard CAL 2007
 - Exchange Server Enterprise CAL 2007
 - Office SharePoint Server 2007 Standard CAL
 - Office SharePoint Server 2007 Enterprise CAL
 - SMS 2003 R2 Configuration Mgmt License
 - Office Communications Server 2007 Standard CAL
 - Office Communications Server 2007 Enterprise CAL
 - Windows Rights Management Services
 - Operations Manager License (OML)
 - Forefront Security Suite
- Visual Studio Professional
- Visio Professional 2007

Participants are allowed to run any version up to the most current of the products listed above. Any new releases that occur during the agreement period are covered. Work At Home (WAH) rights are included.

NOTE: Differing product selections are not allowed under this agreement and must be purchased through a PO in the BASIS/UPS system in accordance with the mandatory Microsoft State Select Agreement - contract reseller is SHI.

Cost

This year's cost for each participating department is **\$60.23 per Full Time Equivalent (FTE)** for the product selection above through our new contract reseller GovConnection. **As in previous years, the Business Affairs Office will pay for the entire MCA and process charges to each participating department.** The MCA is renewable on an annual basis.

Participation Requirements

- 100% departmental participation is required (total FTE count)
- Participating departments are charged, on an annual basis per FTE, for the full product list above
- Departments have the option to join, renew or drop out of the agreement during the annual renewal time (potential 7-year agreement)

- Official FTE counts were obtained from payroll data, and confirmed by all participating departments. This data was required for accurate calculation and any future record/auditing purposes.

FTE Count Calculation

(Total Full Time Faculty) + (Part Time Faculty divided by 3) + (Full Time Staff) + (Part Time Staff divided by 2) = Total FTE Count

2008-09 Participating Departments

ALUM	Alumni Office
ARCH	Architecture
	ACDC
	ARDO
	ARLA
	ARME
ASCR	Office of Admissions
ATHL	Men's Athletics
AVCB	Associate VC for Business
	WORK
	SCSP
	TLSV
AVCF	Associate VC for Finance
	Cash Mgmt
	Information Technology
	Treasurer
	Budget Office
CAST	Center for Adv. Spatial Technologies
CHAN	Chancellor's Office
COMP	Computing Services
	AREON
CTED	Continuing Education
DINA	Dining Contract Administration
ENGR	College of Engineering
ENLC	Enhanced Learning Center
FMAN	Financial Mgmt & Analysis
FYE	First Year Experience
GOVR	Government & Community Relations
GRAD	Graduate School
	CEMB
	CMSE
	MEPH
	NANO
	PUBP
	RSSP
	SPAC

	SVRC
	TEST
	TLTR
	UAPR
HMRS	Human Resources
HNRC	Honors College
HOUS	Housing
ISIS	Integrated Student Info Systems
LAW	School of Law
MULN	Mullins Library
NORMES	Nat'l Office of Res. Meas. & Eval
OFAA	Office of Affirmative Action
OFAS	Office of Academic Scholarships
REGR	Registrar
SAGC	Legal Services
SDEV	Student Development / Pre-College
SSS	Student Support Services
STFA	Student Financial Aid
UDEV	University Development / Relations
VCSA	Vice Chancellor for Student Affairs
	SADE
WCOB	Walton College of Business
WICS	Women's Athletics

Department Tech Instructions for Microsoft Campus Agreement software setup:

The Microsoft Campus Agreement software media is available for installation or copying from a network file server.

Installation codes, if needed, can be obtained from Whitney Smith (wesmith@uark.edu).

Only participating departments (listed above) will have access.

All of the Microsoft Office and Visio installers have the University of Arkansas authorized product keys embedded in the installation program. Mac Office 2004 will prompt for a code but it is not required.

Visual Studio versions have the code embedded.

Windows Vista Enterprise will activate automatically when used for on-campus installations. Windows Vista Ultimate and copies of Windows Vista Enterprise installed off-campus will require use of an installation key. Windows XP Professional also requires a product key.

Connecting to the network file server

In order to get to the software you will need to mount a network drive from an on-campus workstation using the following instructions:

Windows XP

1. Open **My Computer** from either the Start menu or the desktop.
2. Click the **Tools** option at the top and select **Map Network Drive**.
3. In the **Drive:** field, select a preferred drive letter.
4. In the **Folder:** field, enter [\\gizmo.uark.edu/dfs](http://gizmo.uark.edu/dfs)
5. Select the different user name option if you are not logged in to the computer with your uark.edu account.
Enter your user name in the form of username@uark.edu
6. Select the **Reconnect at logon** option if you want the drive mapped every time the computer is restarted, then click **Finish**.

Windows Vista Business / Enterprise

1. Open **Computer** from the Start menu.
2. Click the **Map Network Drive** option at the top of the window.
3. In the **Drive:** field, select a preferred drive letter.
4. In the **Folder:** field, enter [\\gizmo.uark.edu/dfs](http://gizmo.uark.edu/dfs)
5. Select the different user name option if you are not logged in to the computer with your uark.edu account.
Enter your user name in the form of username@uark.edu
6. Select the **Reconnect at logon** option if you want the drive mapped every time the computer is restarted, then click **Finish**.

Mac OSX

1. From the Menu, select **Go** and **Connect to Server**
2. In the resulting **Connect to Server** window, type the following information in the **Address** field:
smb://gizmo.uark.edu/dfs

Note: If you need to access the Windows versions of the Microsoft applications you will need to use the following address instead:

smb://gizmo.uark.edu/msapps\$

3. Click the **Add to Favorites** button to add it to your list of Favorites in the drop-down window
4. Click the **Connect** button
5. Under Workgroup/Domain, type **GACL**

6. Type your UARK username
7. Type your UARK password
8. Click the **OK** button
9. An icon representing the drive will appear on the Desktop. Double-click the volume icon to access your files. Drag-and-drop capabilities are functional for file transfers
10. To log out from the server, drag the icon representing the mounted volume into the Trash on the Dock. The "trash" icon will change to an "eject" symbol.

Microsoft E-learning-systems and E-learning-applications are available upon request.

Contact Whitney Smith in Purchasing for more information at 5-5158, wesmith@uark.edu or Marla Misamore at 5-5088, mmisamo@uark.edu

Thank you for your participation!!