



Microsoft Software Non-Core Software

VITA and Northrop Grumman have reached an agreement whereby non-core Microsoft licenses will be returned to agencies. This means that agencies will assume responsibility for these licenses. The non-core products include MapPoint, Project, Streets and Trips, VISIO and Visual Studio.

Q. What does my agency need to complete by June 22 for the transfer of non-core Microsoft product licenses back to my agency?

A. The licenses for non-core Microsoft products in the spreadsheet for October 2011 will be transferred back to your agency as perpetual licenses. Your agency needs to decide whether to purchase software assurance for these licenses. If you do, your agency must complete an enrollment form and purchase order.) This must be completed by June 22. (See below for more information

Q. What if my agency wants to pay for software assurance using FY12 funds?

A. Your agency should work directly with Software House International (SHI) to obtain an invoice for ordered services. SHI understands that some agencies may want to use current fiscal year funds and has committed to a quick turnaround of invoices. SHI contact: Erik Schroeder, (800) 527-6389 Ext: 8217, erik_schroeder@shi.com

Q. How do I transfer the non-core Microsoft product licenses to my agency?

A. You will need to execute the Microsoft Perpetual License Transfer form provided by your customer account manager (CAM) and submit it to the Microsoft representative, Ryan Barr at ryanbarr@microsoft.com. The transfer forms are being prepared by Microsoft and Northrop Grumman and will be delivered to you as soon as possible.

Q. How do I enroll my licenses into a new enterprise agreement to continue software assurance?

A. You will need to execute the enterprise enrollment and enterprise enrollment amendment provided by your CAM and submit it to Ryan Barr at ryanbarr@microsoft.com. The enterprise agreement forms are being prepared by Microsoft and will be delivered to you as soon as possible. You also need to issue an

"R" coded order in eVA to SHI referencing contract number VA-070907-SHI. SHI is the commonwealth's large account reseller for Microsoft products. The purchase order should reflect the full three-year commitment with equal payments to be made annually. The enrollment will be retroactive to March 1, 2012, and will expire Feb. 28, 2015.

Q. Who will cover the cost of the software assurance and new licenses?

A. Agencies must pay for the software assurance and for future versions of the software, at the agencies' discretion. Payment already has been made for the software in the inventory as of October 2011.

Q. Why does an agency see two installations of the same product on the same machine?

A. Example: Microsoft Office Visio Standard edition 2007 and Microsoft Office Visio MUI (English) 2007. The Multilingual User Interface (MUI) is not a separate license but more of a language plug-in that allows users to develop software for use in other regions of the world. The MUI is the portion that qualifies for software assurance by itself. The MUI installs need to be removed for accurate license counts.

Q. Why do we see instances of two or three versions of the same software on one PC? Will agencies be responsible for two or three different licenses for the same software type?

A. Example: Seeing Microsoft Project Professional 1001 and MIS Project Professional 2010 on the same machine means that MS Project 2010 was a new install of the software and not an upgrade. Agencies will be responsible only for the license of the latest version.

Additional explanation to question two above:
Installation and Use Rights

Assigning the License to a Device

Before you use the software under a license, you must assign that license to one device. That device is the licensed device (See [Universal License Terms, Definitions](#)).

Licensed Device

- You may install and use any number of copies of the software and of any prior version of the software on the licensed device.
- Only one user may use the copies on the licensed device at a time except where you may have shared devices that are used remotely.

Q. What else needs to be done with this license information?

A. Your agency will need to reconcile the number of licenses shown in October to those shown in the current view.

Q. Why is my current number of licenses different from the number on the October 2011 report? How do I fix this?

A. Make sure when you're looking at the current data that you filter out any of the MUI installations to get an accurate count. MUI installations are shown here as they qualify for software assurance. The number of licenses in both reports shows the licenses that are/were registered within your agency at the time the two reports were run. If the number in the current report is correct, the agency must do one of the following:

- Verify additional licenses were purchased and have those purchase order numbers available
- Purchase additional licenses to bring the number from the October 2011 report in sync with the current number
- Take the software off of assets to sync with the October 2011 number
- If the number on the current report is smaller than the October 2011 report, utilize the additional licenses on other assets

Q. Who will support the software going forward?

A. Agencies. Agencies will order software assurance and be responsible for administering the licenses.

Q. Who will install this software?

A. Software assurance does not require installation. It is insurance that provides the agency with new versions of Microsoft software created within the three-year coverage period.

Q. Are all Microsoft Developer Network (MSDN) licenses considered part of Visual Studio and handled as a non-core product?

A. Yes