1. Navigate to https://uta.service-now.com/selfservice/ and click the green **Login to continue >>** button
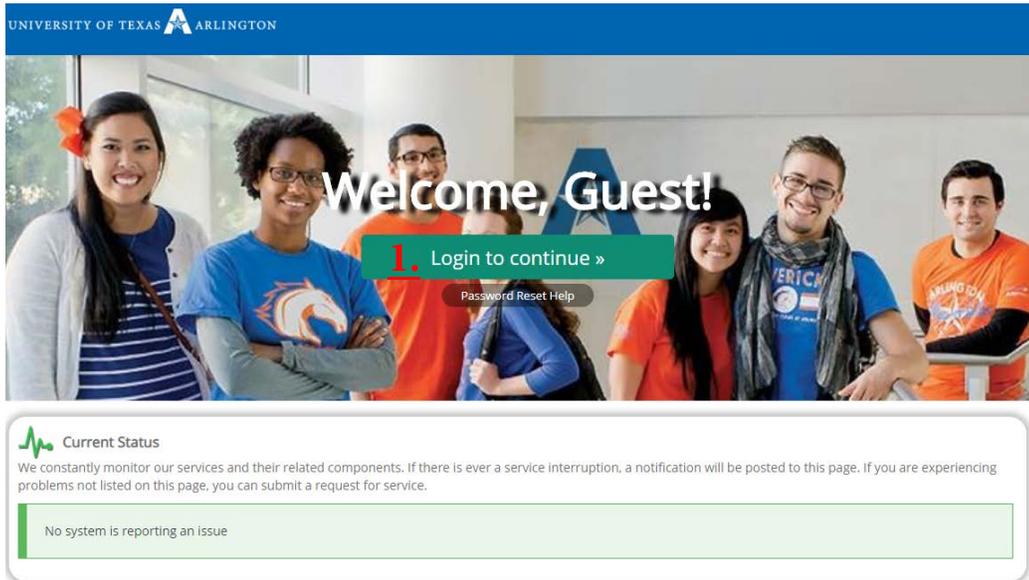
2. Enter your **UTA Email Address** in the first prompt then click on the blue **Next**
   When prompted enter your **UTA Password** then you can click the blue **Sign In**
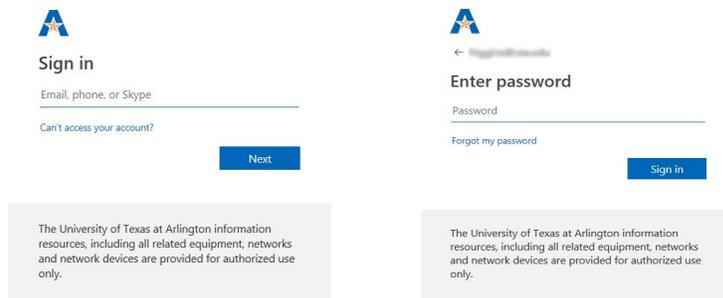
3. Click "**Request Something**"

4. Under the menu Accounts & Access click on "**MatLab, SolidWorks, or AnSYS Access**"
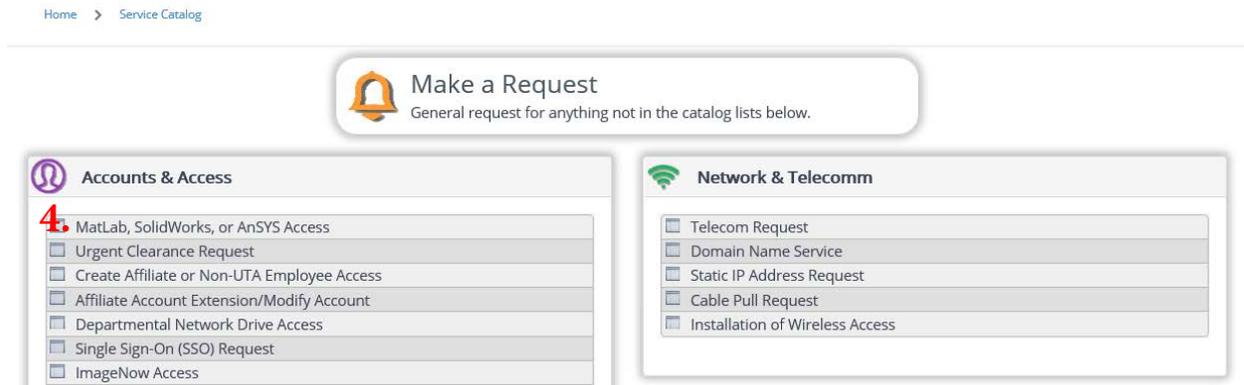
5. Under **Requested For** some information should be automatically filled

   a. Name, UTA Email Address, Department, Contact Number
   b. Complete any blank information

   Under **Requested Details** please fill in the follwing information:

   c. The current academic course required the use of this software
   d. The target system's Operating System architecture
   e. Click on the box next to the name of one or more of the software you would like to request

6. Click Submit

7. Upon request, you will receive an e-mail with the instruction on how to install the requested software on your personal devices within 24 hours excluding weekend.

8. For additional resources such as troubleshooting installation errors or view detail instructions, please visit https://www.uta.edu/oit/cs/its/tech_perks.php.

9. If you have additional questions or problems you cannot resolve you can email itssoftware@uta.edu