

Software Tracking Form

The University of Texas at Arlington will be changing the way we configure, manage, and update UTA-owned Windows devices. This form is to assist you with documenting software installed on your UTA-owned Windows device. After the update, faculty, staff, and students can use this form to re-install the software on their newly imaged device.

Here are a few tips and helpful hints for documenting your software:

1. There are different requirements for re-installing software on devices, which include using a license key to activate it. Please check with the vendor associated with that software if you need more information about the specific requirements.
2. Please view the instructions used when initially installing the software. Check your previous emails, the original packaging, or the vendor website for additional instructions on installing or transferring purchased software to another device.
3. Please contact the vendor associated with the application to get additional instructions on re-installing or transferring purchased software to another device. They may instruct you to sign out of the software on your computer or remove the license key before re-imaging your device.

Please fill in the blanks below to document the software installed on your UTA-owned Windows device:

1. Software Name:

Download Location:

Vendor Information:

Software license / Product Key:

2. Software Name:

Download Location:

Vendor Information:

Software license / Product Key:

3. Software Name:

Download Location:

Vendor Information:

Software license / Product Key:

4. Software Name:

Download Location:

Vendor Information:

Software license / Product Key:

5. Software Name:

Download Location:

Vendor Information:

Software license / Product Key:

6. Software Name:

Download Location:

Vendor Information:

Software license / Product Key:

7. Software Name:

Download Location:

Vendor Information:

Software license / Product Key:

8. Software Name:

Download Location:

Vendor Information:

Software license / Product Key:

Additional Notes: