

## MICROSOFT WORK AT HOME - TERMS AND CONDITIONS

Terms and Conditions as at 1<sup>st</sup> June 2014

### Conditions of Eligibility:

- ONLY currently employed Department of Education Staff can order Microsoft WAH products.
- There is a nominal cost to the Staff member for the software download. Additionally, a small fee is applicable if you require a Backup Disc.
- Your @education.wa.edu.au email address and a valid credit card details are required for purchase.
- Contracted and casual staff are **not** eligible for Microsoft WAH software.

### Conditions of Use:

- WAH software is for use on a home computer that you own.
- WAH software can only be installed on one computer.
- Department owned devices, including Notebooks for Teachers Program (NFT) devices, **do not qualify** for Microsoft WAH software.
- Microsoft WAH software is for your **personal, non-commercial** use only.
- Microsoft WAH software **must not** be provided, resold or redistributed to any other party, including other Department of Education staff members.
- Microsoft WAH media can only be acquired from Data#3 via <http://doe.onthehub.com>
- There is a **limit of one copy per product set per staff member**. For example, you can only order 1 copy of Microsoft Office (either Office 2010, Office 2013 , or, Office for Mac) and 1 copy of Microsoft Windows (either Windows 8.1 32/64 Bit, Windows 8 32/64 Bit, Windows 7 Pro 32/64 Bit, or, Windows 7 Ultimate 32/64 Bit). You cannot purchase both Microsoft Office for Windows *and* MAC.
- Operating System upgrades require an existing Base Operating system in order to be validly licensed and all minimum requirements are listed under <http://windows7news.com/wp-content/uploads/2009/08/windows-upgrade-chart.png> & <http://technet.microsoft.com/en-us/library/jj203353.aspx>
- **You must uninstall the Microsoft WAH software from all devices and destroy the media if:**
  - **You leave the employment of the Department of Education,**
  - **OR the product you are using is no longer included in the Department of Education Microsoft Enterprise Agreement,**
  - **OR you purchase an updated version of an existing Microsoft WAH product under the Department of Education Microsoft Enterprise Agreement.**
  - **OR you have disposed of your computer.**
- You must abide by the general [Microsoft Product Use Rights](#)

### Conditions of Support:

- **No technical support** for Microsoft WAH is available from the Department of Education ICT Customer Support Centre, Microsoft, Data#3 or Kivuto.
- The Department of Education, Microsoft, Data#3 or Kivuto, accept **no responsibility for loss of data** due to installation of Microsoft Work At Home media.
- **It is strongly recommended you backup you data prior to any installation of Microsoft WAH software.**

**IT IS THE RESPONSIBILITY OF THE INDIVIDUAL STAFF MEMBER TO ENSURE THEY COMPLY WITH THE LEGAL REQUIREMENTS OF THE MICROSOFT WAH SOFTWARE RIGHTS.**

**BY PROCEEDING WITH AN ORDER, YOU HAVE ACCEPTED THE TERMS AND CONDITIONS OUTLINED ABOVE**

The terms and conditions outlined above are subject to change without notice.

### Microsoft Useful Links:

#### **What is the difference between 32-bit and 64-bit Windows?**

Please visit <http://windows.microsoft.com/en-us/windows7/32-bit-and-64-bit-Windows-frequently-asked-questions> for more information