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Latest Version:	1.0	Revision Date:	05/01/2014
Effective Date:	08/06/2014	Replaces:	New
Revised By:	Sunni Bolt	Review Cycle/Date:	Annual
Reviewed By:	Sunni Bolt	Reviewing Unit:	Desktop Support
Title:	Standard Desktop Software List		
Description:	The list of standard software that has been approved and will be loaded on all OMES/ISD supported desktop devices.		

Standard Desktop Software List

1. General Statement of Purpose
 - 1.1. Define software standards for all OMES supported workstations.
 - 1.2. Workstation base images are currently created by the Workstation Support Specialist.
 - 1.3. Images are loaded with OMES licensed software, the latest Windows service packs, and security patches.
 - 1.4. The standard image is fully patched bi-weekly and has one local administrative account (pcgroup).
2. Scope
 - 2.1. All Windows workstations connecting to the OMES network will require this base image, as a minimum.
3. Discipline
 - 3.1. Technical Standards
4. Terms and Definitions
 - 4.1. Workstation – Desktop, laptop, or other Windows computer used by the employee to complete their daily tasks.
5. Discussion
 - 5.1. Standard software applications loaded on all images.
 - Microsoft Windows 7 Enterprise (x64)
 - Microsoft Office Professional Plus 2010
 - Adobe Reader – Current version
 - Adobe Flash player – Current version
 - Java
 - Symantec Endpoint Protection
 - Symantec pcAnywhere
 - Altiris
 - 5.2 Exception Request Process

Some agencies may have special conditions or requirements that prevent full compliance with this standard. Agencies may request a special exception by following the **09.3.2 Requesting PC Software Installation** Standard Operating Procedure.

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6. Roles and Responsibilities

6.1. PC Group Staff:

6.1.1. Maintaining the Standard Desktop Software List.

6.1.2. Loading the standard image onto all OMES supported workstations.

7. Limitation or Implementation Notes

7.1. The base image only applies to Windows computers. Mac computers do not have a base image.

8. References

8.1. 09.3.2 Requesting PC Software Installation Standard Operating Procedure – located at **J: Drive < Function < ISD Operating Standards**