

## **Learning Resource Center Computer Hardware and Software Procedures**

The Learning Resource Center (LRC) maintains workstations for student, faculty and staff use. These workstations are located in the LRC commons area, testing labs and LRC supported classrooms. The LRC works with UAB IT to maintain all LRC testing labs which includes hardware and software. Any issues or problems experienced within the LRC computers are to be reported to the LRC. The LRC will be responsible for coordinating computer issues/problems with UAB IT or. UAB Telecommunications

### **LRC Instructor Stations**

Each Instructor workstation is installed with following basic software applications:

- Windows 10
- Microsoft Office 2016
- SPSS 26
- SAS 9.4
- Internet Explorer
- Fire Fox
- Google Chrome
- Zoom
- Adobe Acrobat Reader
- Endnote X9

Additional software applications must be coordinated with the LRC. Software applications cannot be added to the LRC instructor stations on an ad hoc basis. Therefore software changes or additions will not be processed during the academic semester. Any changes to the instructor stations are implemented during semester breaks. Software changes or additions must be submitted to the LRC, the LRC will coordinate the software requests with UAB IT. It is recommended that all software requests be submitted as far in advance as possible. The software must be UAB compliant and be compatible with the current instructor computer software offerings. Please allow at least 2 weeks for processing, programming, and testing of the software application.

### **LRC Testing Labs and Commons Area Computers**

The LRC testing lab and Common Area workstations are installed with the following basic software applications:

- Windows 10
- MS Office 2016
- SPSS 26
- Internet Explorer
- Fire Fox
- Google Chrome
- Adobe Acrobat Reader
- Endnote X9
- SAS 9.4
- Respondus Lockdown Browser (Testing Labs Only)
- PowerPrep

Additional software applications must be coordinated with the LRC. Due to the client –server architecture of the LRC Testing Labs and Common Area computers, changes or additions to the software listing provided above requires extensive programming changes. As a result, changes to the software provided in the LRC testing labs cannot be implemented on an ad hoc basis. Therefore software changes or additions will not be processed during the academic semester. Any changes to the testing lab software offerings are implemented during semester breaks. Software changes or additions must be submitted to the LRC, the LRC will coordinate the software requests with UAB IT. It is recommended that all software requests be submitted as far in advance as possible. The software must be UAB compliant and be compatible with the current LH testing lab software offerings. Please allow at least three weeks for processing, programming, and testing of the software application.