



Software Agreement for NVivo

Personal Details

Name: _____

Status: **Staff**

Student

Undergraduate

Postgraduate

Research

Honorary

Keele Card Number

Keele Email Address

Address at which NVivo is to be used:-

Address:

Postcode:

Payment Details- Media/Admin Charge £5.00 payable if CD is required.

General Terms and Conditions

- ◆ The use of NVivo is limited to Keele Employees, students or honorary members for Keele University use.
- ◆ The software is not transferrable
- ◆ The software cannot be copied, modified or distributed to anyone other than the person on this agreement.
- ◆ By installing NVivo you agree to the terms and conditions listed above and it is your legal responsibility to adhere to them.
- ◆ Keele University does not accept any responsibility for damage or loss of data as a result of installing the software provided.
- ◆ NVivo is available from the IT Service Desk in the Library Building.
- ◆ Payment must be made by KEELE CARD or credit cards. Cash or cheques are not accepted.
- ◆ A valid personal KEELE CARD and Email Address is required as proof of status.

The license key will only be issued to a Keele University email address on receipt of this form

Staff members only

Staff members may obtain this software from the network. On completion of this details of how to locate the software and the license key will be issued.

Please note you will be responsible for deleting the copy of NVivo from your computer if you leave the employ of the University, or if the University ceases to purchase the NVivo site licence. If the latter is the case you will be notified by email.

I agree to the terms and conditions of the using NVivo

Signed _____

Date _____

Authorisation (For Office Use ONLY)

I verify that the status of the applicant has been checked ensuring they are valid Member of the University.

Signed _____

PRINT _____

Date _____