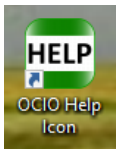


Steps to Request Installation of “Above Core” software through the OCIO-CEC’s DWP

Double-Click the OCIO Help Icon on your desktop

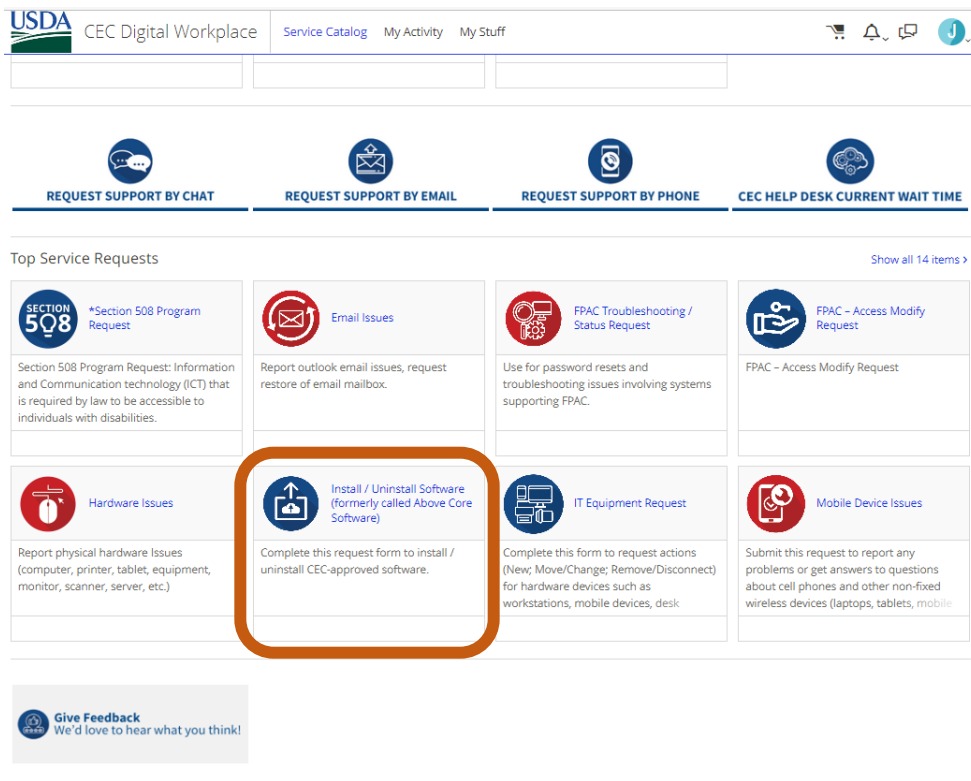


Click Online Help



You'll be signed in through the single sign-on eAuth process to the *CEC Digital Workplace* home page...

Scroll down to the “Top Service Requests” section and Click “Install/Uninstall Software...”



Select the appropriate action/install options (for yourself, install), and choose either “Yes” or “No” for “Do you need Agency Specific Software”. Click the “Name of Software” “Select” dropdown, and in the “Filter:” header, start typing the name of the software (.e.g. “Autodesk”, “HEC-HMS”, “MAGNET”, etc.). You’ll have to experiment with the “Yes/No” selection and names to possibly find what you’re looking for. If what you’re looking for doesn’t populate, leave the agency-specific option set to “No”, and enter/select “Other” for the name of the software.

Back

Checkout

FavoriteShare

Install / Uninstall Software (formerly called Above Core Software)

Request forEditQuantity

Ahmad Davis1

Submit request

Save and close

The most common applications are available for you to install yourself, at will, using Software Center. Self-installation is typically the fastest method to obtain approved software.

Refer to the [Where to Find Software to Install](#) for more information.

Attachments

Attach Files

or drag and drop files here

Supported files:

mp4, csv, msg, jpeg, jpg, doc, rar, ppt, xls, bmp, xlsx, vsd, txt, tif, docx, png, tiff, vsdx, zip, pdf, avi, ai, wmv, pptx, gif, psd, xlsx or eml

Maximum file size: 10.00 MB

Maximum file count: 3

What Type of Computer is this for? (required)

Windows

Mac

Is this action for yourself? (required)

Yes

No

Back

Checkout

FavoriteShare

Name:

Ahmad R Davis

Company:

USDA-FPAC-NRCS

Region:

TX

Site:

106433 NATIONAL DESIGN, CONSTRUCTION & SOIL MECHANICS CTR

Site Group:

6899 NRCS FT. WORTH FEDERAL CENTER

Is this for an install or uninstall? (required)

Install

Uninstall

Name of Software (required)

Enter the Name of the Requested Certified Software to be installed.

This name will be put into the Summary that has a Character Limitation. If the name is more than 25 Characters enter a short name and then populate the Expanded Software Name below with the full name. The Expanded Name will be put in the notes field.

Submit request

Save and close

Page 2 of 3

☐ Uninstall**Name of Software (required)**

Enter the Name of the Requested Certified Software to be installed.

This name will be put into the Summary that has a Character Limitation. If the name is more than 25 Characters enter a short name and then populate the Expanded Software Name below with the full name. The Expanded Name will be put in the notes field.

Expanded Software Name**Version of Software:****Date of Requested Action**

Example: Jul 1, 2025, 1:30 PM

**Comment Box**[Submit request](#)[Save and close](#)

Populate the Software name, version, date, etc. as shown here (this example is for MAGNET Tools). You will most likely be using a Virtual Private Network (VPN) so select No for Virtual Machine/Desktop. If you've already downloaded the installation zip package(s) to your computer, note that in the comments, as well. Enter the CRQ #(s) if known (can be found by searching the [CEC-OCIO ITR Software](#) SharePoint):

Expanded Software Name

MAGNET Office Tools

Computer Name: (required)

How do I find my Computer Name? [Use the The OCIO Help Icon Knowledgebase Article](#) and look for the section on "Device Information."

ARC3KS88M54DM79

Is this a Virtual Machine / Desktop? (required)

Virtual Desktop/Machine infrastructure (VDI) is the hosting of desktop environments on a central server versus Government Funded Equipment (GFE) device.

☐ Yes☒ No**Version of Software:**

7.3

Date of Requested Action

May 13, 2025, 8:30 AM

**Comment Box**

MAGNET Office Tools CRQ0000004236423

[Submit request](#)[Save and close](#)