

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

Double-Click the OCIO Help Icon on your desktop

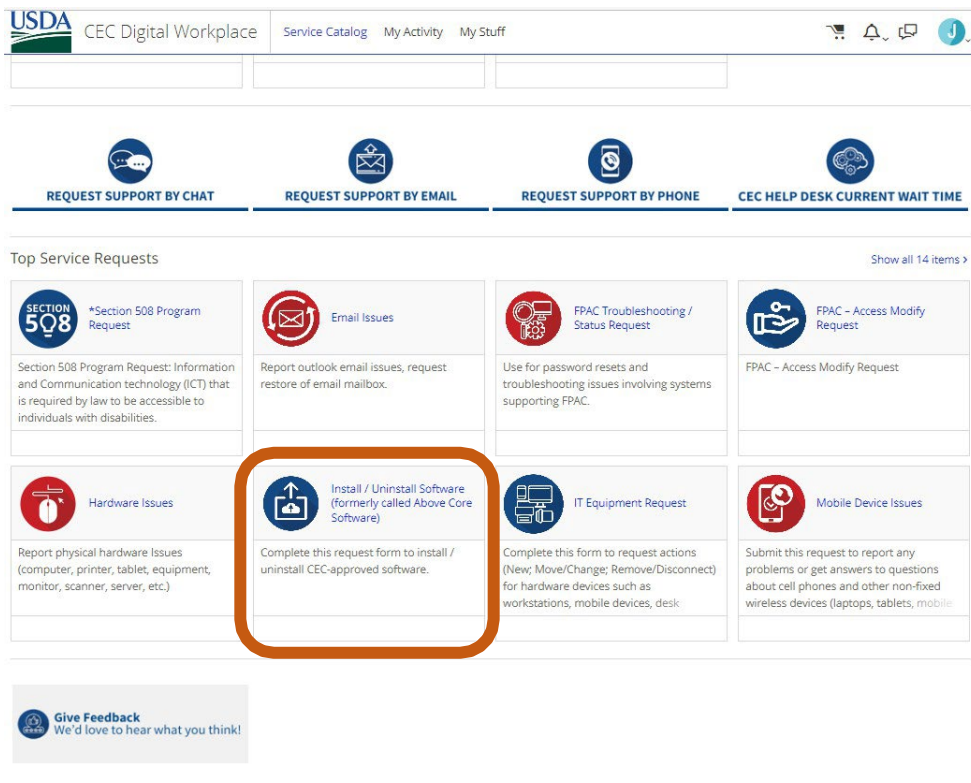


Click Online Help



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” expand 14 items 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

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Install / Uninstall Software (formerly called Above Core Software)

Request for  Edit

Quantity

Ahmad Davis

1


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

Name:

Daniel L Polite

Company:

USDA-FPAC-NRCS

Region:

MD

Site:

103230 CECIL SCD

Site Group:

7245 ELKTON SERVICE 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.

Autodesk

Expanded Software Name
Cecil 3D 2024

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."

ARCSDE0087RG054

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:
Latest

Date of Requested Action
Example: Jul 1, 2025, 1:30 PM

Comment Box

☆ Favorite → Share

Submit request

Save and close

Select "Submit Request"

Once the request has been submitted, you can log out of **OCIO-CEC's DWP**

You will receive an email that the request was submitted.

Once an IT person has been assigned to your request, you might receive an email and/or a Teams Message regarding what the next step is.

The assigned IT person will send you a link or location on the file(s) that need to be downloaded to your hard drive prior to installation.

It's very important that once the software has been downloaded, refer to the instructions labeled "User setup NRCS Civil 3D 24.pdf" prior to opening the installed software.