

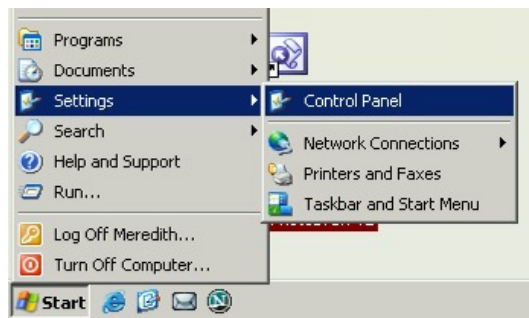
Process for Removing Meredith software – Graduating Students

The following software must be removed from laptops before ownership is transferred to graduating students. Some of the software listed below might not be on your system, if so skip to the next piece of software.

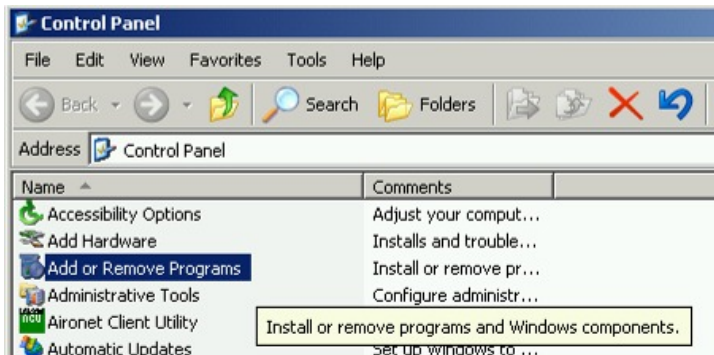
- Fathom
- Graphing Calculator
- Logger Pro
- Maple
- MatLab
- McAfee Site Advisor
- McAfee VirusScan
- SAS (if installed)
- Securexam Student
- Sketchpad
- SPSS
- TI BlackLink 32
- TI Interactive!
- WinZip
- WYNN
- Meredith Wireless Access

Follow the steps below for removal of the software. If you have any problems with the process or are uncomfortable with these steps please bring your laptop in to Tech Services Helpdesk and we will re-image your system for you. If you choose to have your system re-imaged, you **MUST** back your data up prior to these steps because we will be refreshing the software on your hard drive and it will erase your data and any extra programs you have loaded. To start the removal process:

1. Go to: Start > Settings > Control Panel
 - a. This will open up the Control Panel Window



2. <Double-click> “Add or Remove Programs”
 - a. This will open up the Add or Remove Programs Window where the software you need to remove is listed.



3. <Single-click> Fathom to highlight it.
 - a. Click “Change/Remove”



- b. The Uninstall Program will start
 - i. Click “Next”
 - ii. Click “Finish”
4. <Single-click> Graphing Calculator to highlight it.
 - a. Click “Change/Remove”
 - i. Click “Next”
 - ii. Click “Done”
5. <Single-click> Logger Pro to highlight it.
 - a. Click “Change/Remove”
 - i. Click “Ok”
6. <Single-click> Maple to highlight it.
 - a. Click “Change/Remove”
 - i. Click “Next”
 - ii. Click “Done”
 - iii. Click “OK”
7. <Single-click> MatLab to highlight it.
 - a. Click “Change/Remove”
 - i. Click “Next”
 - ii. Click “Done”
 - iii. Click “OK”
8. <Single-click> McAfee Site Advisor to highlight it.
 - a. Click “Change/Remove”
 - i. Click “Yes”
 - ii. Click “Finish”
9. <Single-click> McAfee VirusScan Enterprise to highlight it.
 - a. Click “Remove”
 - i. Click “Yes”

10. <Single-click> SAS to highlight it. (if installed)
 - a. Click “Change/Remove”
 - i. Click “Yes”
 - ii. Click “Yes”
 - iii. Click “OK”

11. <Single-click> Securexam Student 4.10b to highlight it.
 - a. Click “Change/Remove”
 - i. Click “Yes”
 - ii. Click “OK”

12. <Single-click> Sketch Pad to highlight it.
 - a. Click “Change/Remove”
 - i. Click “Next”
 - ii. Click “Finish”

13. <Single-click> SPSS to highlight it.
 - a. Click “Remove”
 - i. Click “Yes”

14. <Single-click> TI BlackLink 32 to highlight it.
 - a. Click “Change/Remove”
 - i. Click “Yes”
 - ii. Click “Yes to All”
 - iii. Click “OK”
 - iv.

15. <Single-click> TI Interactive! to highlight it.
 - a. Click “Change/Remove”
 - i. Click “Yes”
 - ii. Click “Yes to All”
 - iii. Click “Finish”

16. <Single-click> WinZip to highlight it.
 - a. Click “Change/Remove”
 - i. Click “Yes”
 - ii. Click “Yes”
 - iii. Click “Ok”

17. <Single-click> Wynn to highlight it.
 - a. Click “Remove”
 - i. Click “OK”
 - ii. Click “Finish”

- 18. Close the Control Panel Window (Continue to next page)**

19. The last step is to remove the Meredith Wireless Access.
 - a. Go to: Start > Programs > Access IBM > IBM Access Connections
 - i. This will open the IBM Access Connections Window
 - ii. Make sure you are **NOT** connected to Meredith Wireless, choose any other location profile and click Connect to activate.

20. <Click> “Manage Location Profiles...”
 - a. <Single-click> Meredith Wireless to highlight it.
 - b. <Click> “Delete”
 - c. Click “Yes” to confirm

You have completed the uninstall process. Please bring your laptop to Technology Services, Noel Annex. We will confirm the software removal and provide you a transfer of ownership certificate as well as a Windows XP and Office recovery CDs should a problem arise in the future.

Once you have your ownership papers the laptop is yours to do what you want to with. You will need these papers for service or if you want to sell the laptop.

In the future if you need to have it serviced, you can check the warranty here: <http://www-307.ibm.com/pc/support/site.wss/document.do?lndocid=look-warnty#sw>

To find an authorized service provider use this link: <http://bplocator.lenovo.com/>. Once you have your ownership papers you will need to go to another authorized service provider for service on your laptop. Meredith Technology Services will no longer be able to work on your laptop.