



**Buena Vista
University**

IT STUDENT RESOURCES

STUDENT LAPTOPS

While the IT Help staff cannot perform warranty work on a student's personal laptop, they can and will assist with resolving software related issues and perform best efforts to identify other issues. The IT Help staff can also provide guidance for student laptops that need repair by the manufacturers.

Microsoft Software for Students

BVU has purchased licenses for Windows Operating System and Microsoft Office Suite for Storm Lake students to download onto their personal computers for free. Microsoft Office comes installed on institutionally owned laptops. Storm Lake campus students may download a free copy for their devices through [Office 365](#).

How long can you keep this software

When students graduate, they may keep using the Microsoft Office 365 suite for up to one year after their graduation. If they exit or leave for any other reason, then they are no longer licensed and responsible for uninstalling the software.

ADDITIONAL SOFTWARE FOR STUDENTS

Adobe Creative Suite

The University is licensed to install Adobe Creative Suite only on institutionally owned computers.

See Adobe's [Creative Cloud Student and Teacher Edition](#) for licensing scenarios and arrangements.

IBM SPSS

Under the University's SPSS Campus Value Option with IBM SPSS Statistics, software can be installed only on institutionally owned computers.

[Contact or visit the IT Help Desk](#) to install IBM SPSS.

SOFTWARE ABILITY

All programs marked with an asterisk (*) are licensed through their respective companies.

Operating System	Student's Choice
Microsoft Office* (Word, PowerPoint, Excel, Outlook)	Free download at Office 365 for any full time Storm Lake campus student; MS Office will not expire after graduation
SPSS* (statistics)	BVU provides annually (free to any students). Contact or visit the IT Help Desk to get this installed.
Adobe Creative Suite*, Version 7 (CS 6 licensing is still under investigation)	Student purchase: \$19.99 per month w/annual commitment.
PaperCut (printing)	BVU provided annually (Free to any students). Will not function after graduation.
BVU Alert	BVU provided annually (Free to any students). Will continue to function after graduation if desired.
Syncback (automatic backup to the BVU network)	Not loaded. Encourage students to use Dropbox and to provide own backup of files
ForeFront (Antivirus from MS)	Recommend Security Essentials from Microsoft (Free)
MalWare Bytes (anti-malware)	Recommend free version of MalWareBytes

STUDENT PRINTING AT BVU

Badge Printing

Badge printing makes it easy to print from your computer and pick up your documents at more than 20 student-accessible printers across campus.

Send your print job to **@BVU_Print** for black-and-white printing or **@BVU_Print_Color** for color. Then visit any badge-enabled printer, scan your BVU ID card, and release your print job.

Don't have your BVU ID? Select **Sign In** on the printer screen and enter your BVU username and password.

Printer Options

- **@BVU_Print** – Black-and-white printing
- **@BVU_Print_Color** – Color printing

Both options print double-sided by default. When you don't need color, use **@BVU_Print** to reduce the cost of your print job.

Badge-enabled printers can also be used to:

- Make copies
- Scan documents to email
- Scan documents to OneDrive

Printers at the **IT Help Desk, Library Main Level, and Edson Hall** can also print on 11 x 17 paper.

Badge Printer Locations

Academic Spaces

- IT Help Desk
- Center for Academic Excellence
- Dixon-Eilers, Second Floor (DE 207 Suite)
- Edson Hall, near the Choir Room
- Fieldhouse, Main Foyer Desk
- Forum, Mack Lounge
- Lage Lab, Multimedia Lab

- Library, Main Level
- Library, Second Floor
- Library, Third Floor
- School of Business
- Science Center, First Floor (Science 130)
- Science Center, Second Floor (Science 211)
- Smith Hall, Third Floor South
- Social Science & Art, First Floor Main Area
- Social Science & Art, Second Floor Hallway

Residence Halls

- Briscoe Hall, kitchen/common space
- Grand Hall, First Floor Study Lounge
- Liberty Hall, First Floor Study Lounge
- Pierce Hall, Second Floor Lounge
- White Hall, Second Floor Lounge

Printing Costs

Print Type	8.5 x 11 / 8.5 x 14	11 x 17
Black & White	4.5¢ per page	9¢ per page
Color	15¢ per page	30¢ per page

Double-sided printing receives a 1¢ per-page discount.

Students receive an annual printing balance designed to cover approximately **300 black-and-white prints per academic year**. Printing double-sided can help your balance go further.