

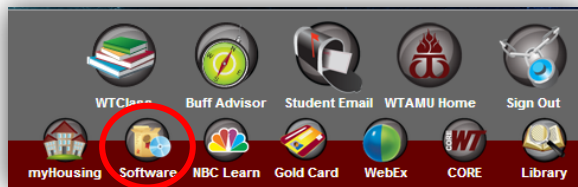
WTAMU STUDENT SOFTWARE PURCHASES

West Texas A&M University has purchased an agreement with Microsoft to offer Microsoft Office software for PC or Mac at a rate of \$10.00 to WTAMU students.

1. Log on to MyBuff Portal



2. Select the “Software” link in the upper right hand corner of the screen.

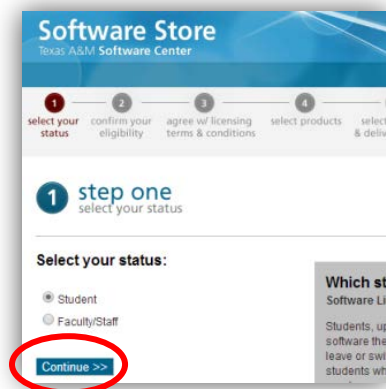


3. Click “Begin Your Purchase”.



There are 6 Steps in the Purchase Process.

- A. *Step 1:* Select “Student” then click “Continue”.



- B. *Step 2:* Select an Identity Provider: Select **“West Texas”**, and then select the **“Select”** button.

IDP.TAMU.EDU

Select an identity provider

The Service you are trying to reach requires that you authenticate with your home organization.

College Station/Galveston/Qatar/Prairie View/Central Texas Remember for session

- College Station/Galveston/Qatar/Prairie View/Central Texas
- Corpus Christi
- Kingsville
- San Antonio
- TAMHSC
- TAMU
- Tarleton
- Texarkana
- Texas A&M System SSO
- West Texas**

with description.

Note: You may not have to do this step if you are accessing the site from an on-campus computer.

- C. *Step 3:* Click the **“check box”** to accept the terms of agreement then click **“Continue With Purchase”**.

Software Store

Texas A&M Software Center

- 1 select your status
- 2 confirm your eligibility
- 3 agree w/ licensing terms & conditions**
- 4 select products
- 5 select payment & delivery options
- 6 submit payment
- 7 print receipt & delivery instructions

3 step three agree w/ licensing terms and conditions

The following agreement represents the terms and conditions of the licensing agreement between you and Microsoft. Please read very carefully, check the agreement box and click "Continue with Purchase" to continue.

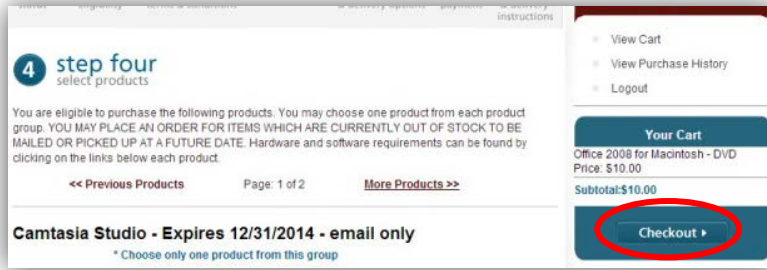
This acceptance form is valid for the Microsoft products listed below, which shall be referred to collectively herein as the "Software". Software is made available to you because Texas A&M University has purchased license coverage for the Software through the Microsoft Campus Agreement Subscription Student Option effective September 1, 2013 through August 31, 2014. Texas A&M University is extending to you the right to use the Software on a personally-owned computer or an institution-owned computer designated for your exclusive use. You do not own the license or the DVDs, rather you are leasing the license and DVDs from Texas A&M University for the term of the agreement. You will be required to remove the Software from your personal machine immediately upon the earlier of (a) any event, with the exception of graduation, which causes you no longer to be a student of the institution, or (b) the expiration of the Campus Agreement Subscription term without a new agreement in place (i.e. Texas A&M University does not renew the agreement).

If you graduate during the agreement term, the Software license will convert to a perpetual license (meaning you own the Software) as verified in your Student License Confirmation, which may be

I affirm my agreement with the above terms and conditions.

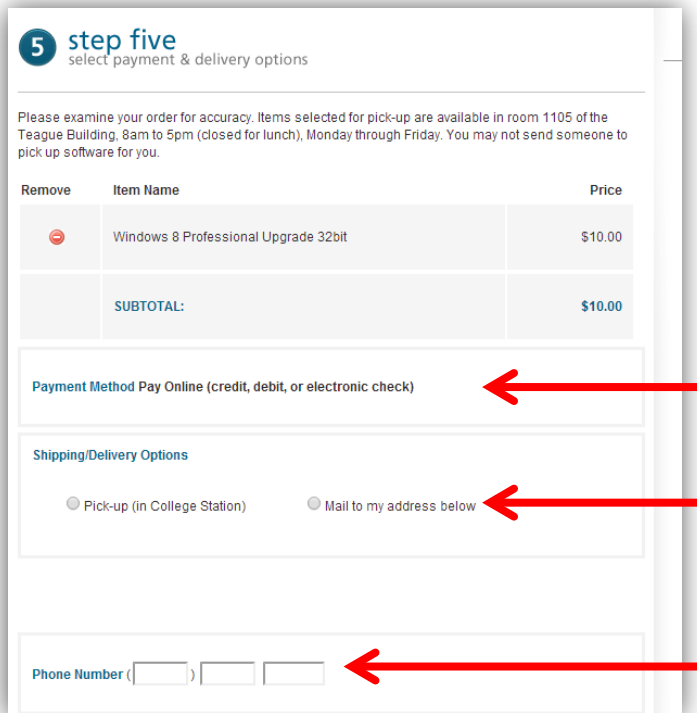
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D. **Step 4: Select the Products** you want to purchase. Then Click **“Checkout”**.



E. **Step 5:**

- Choose Method of Payment. You will need a debit or credit card for the purchase.
- Choose Mail To My Address Below – Then enter your mailing address.
- Enter your phone number in case they need to contact you.



F. **Step 6: Submit Your Payment.**