

Installing Additional Software from the Microsoft Software Center in Windows 10

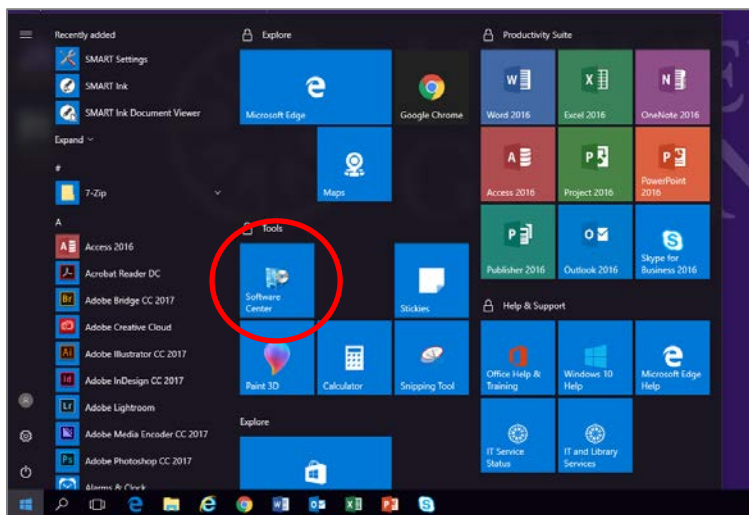
Published 04/07/2018 Version: 1.1



This document explains how to use Software Center in Windows 10.

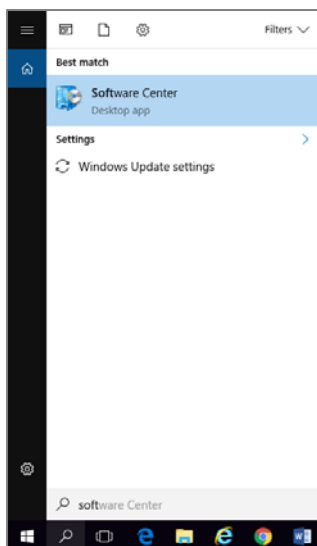
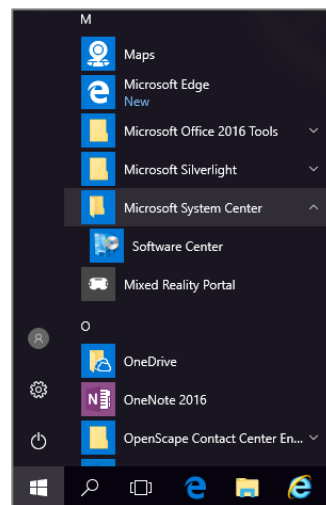
All staff and students of the university have a set of core applications available to them when they log in. Additional licensed software can be accessed via the Microsoft Software Center.

Programs that are listed within Software Center are available for optional installation.



To access the Software Center, click on the start menu icon, then the Software Center tile on your desktop:

You can also click on the Start Menu icon and scroll to 'M' in the list of applications and look for Microsoft System Center, click the dropdown arrow then select 'Software Center'.



Alternatively, type 'software center' into the search box at the bottom of the screen and the corresponding program will be displayed in the search results.

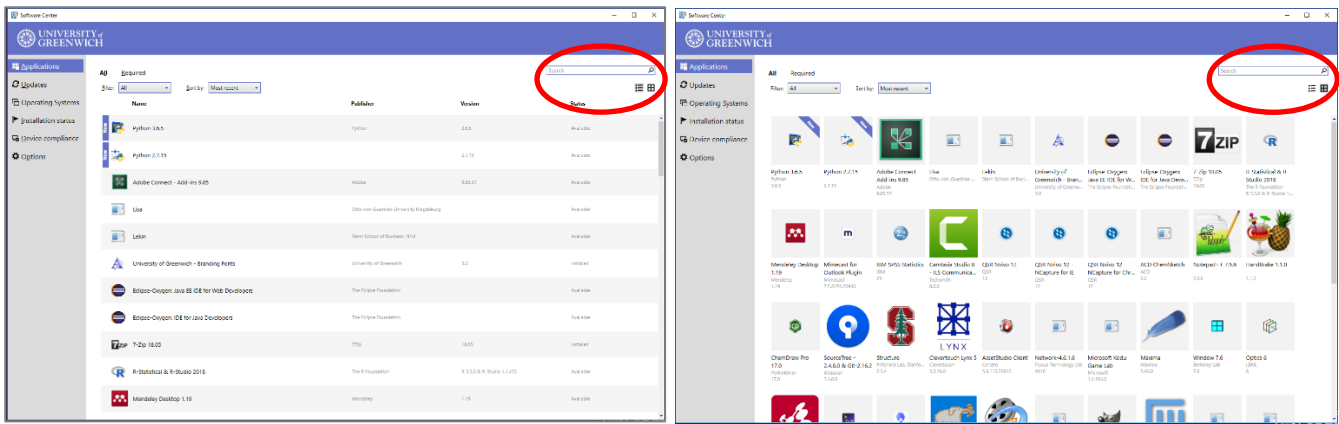
Installing Additional Software from the Microsoft Software Center in Windows 10



Published 04/07/2018 Version: 1.1

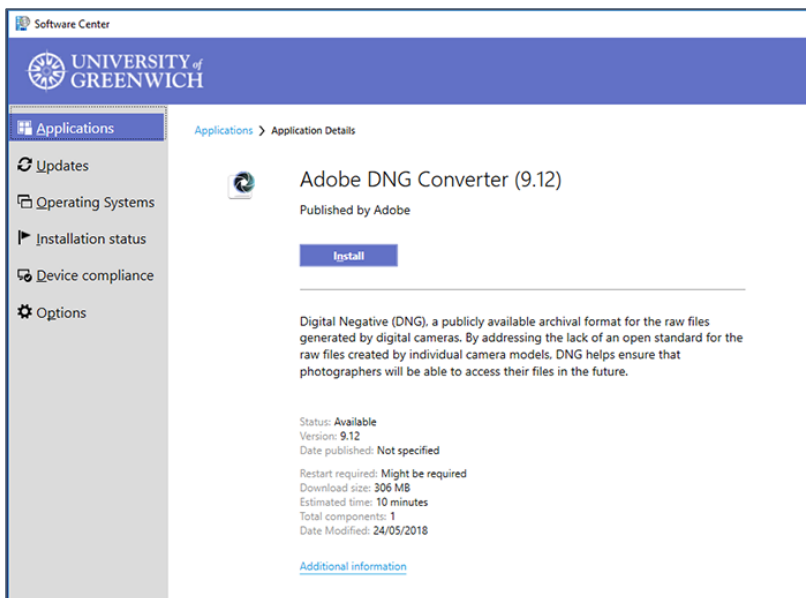
To install any software that is listed within the Software Center:

Search for the name of the software that you wish to install. The search bar is in the top right corner of the Software Center screen. You can also use the icons below the search bar to change between list view and icon view:



To install a new piece of software:

- 1) Click on the name of an application to see the install button and further information (including requirements, download size and a description).



Installing Additional Software from the Microsoft Software Center in Windows 10



Published 04/07/2018 Version: 1.1

- 2) Click on 'Install'. You will be able to monitor the progress of the installation on screen. Once the installation has finished, the 'Install' button will change to an 'Uninstall' button.
- 3) Once the installation is complete, you can close the Software Center window.
- 4) You can start the newly installed application by accessing it via the Start menu, or by typing its name into the search box at the bottom of the screen, and clicking on it in the search results.

The list of available applications is updated regularly - please refer to our [list of core and available software for the current academic year](#), or [search for software available within the University](#).

If a member of staff has a requirement for a specific piece of software that is not currently available, they will need to follow the [Application Management Protocol \(AMP\) process](#).