



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

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Ref.: GGSIPU/ITS/Circular/2017-18/3113

Dated: 19th Mar 2018

CIRCULAR

Reminder 02: Installation of Adobe based Licenses 2017

In the inspection committee meeting held on 19th Mar 2018, it is found that out of 60 licenses purchased by University, only 44 licenses were found installed in various USS/Dept.

The following departments are requested to kindly install the complete allocated license quota at the earliest. For this purpose, UITS staff will provide the support as per the following schedule:

S.No.	Departments	No. of Licenses Issued	No. of Pending Licenses	UITS Staff Schedule
1	USICT	12	10	Mr. Vikram 21 st Mar.2018, 11.30 AM
2	USBT	06	04	Mr. Vikram 21 st Mar.2018, 12.00 PM
3	Examinations Branch	02	01	Mr. Ajeet Pratap 20 th Mar.2018, 11.30 AM
4	UITS	04	01	Mr. Ajeet Pratap 20 th Mar.2018, 12.00 PM

If the balance licenses are not installed till 21st Mar. 2018 by 5 PM, it will be presumed that the balance licenses are not needed by the department and it may be returned back.

(Dr. V.P. Vishwakarma)
Head, UITS

Copy to the following for information please

- Dean-USICT, Dean-USBT, COE
- AR to Hon'ble Vice Chancellor
- PS to Pro Vice Chancellor
- AR to Registrar
- Guard file

(Ajeet Pratap)
TA, UITS