

How do I download and install free software from Microsoft Imagine's website?

Microsoft Imagine is an online store that provides access to a number of software packages through our paid membership in the program.

Please Note: To adhere to Microsoft Imagine licensing, changes concerning the MS Imagine accounts have occurred.

*Disclaimer: Owens is not responsible for personally owned devices or software. Download software at your own risk. For safe computing, always download software from reputable sites.

MS Imagine is a perk that is available to current employees and students each semester who are enrolled in qualifying programs.

MS Imagine accounts currently expire at the end of each semester, and are created after the second week of class has completed each semester.

Faculty and students currently enrolled in or teaching an **IST or EET** course will have DreamSpark **Premium** access.

All other students currently enrolled in *qualifying courses other than IST or EET* will have DreamSpark **Standard** access. (Qualifying classes: **ACC, BUS, MTH, CAD, CIV, MET, QCT, PHY, CAM, CHM, BIO, AIM, SKT, AUT, CAT, DSL, OAD**)

- Students and employees will receive one email from **Owens Community College - Microsoft Imagine noreply@kivuto.com** with a link to the website to **register**. The email contains a link to sign in to the Academic Software Center. (Accounts are activated after the second week of classes have completed each semester) Qualifying students and faculty will receive an email at the beginning of their academic enrollment in a participating course.

After that time, they may simply connect to the Owens MS Imagine Store at the link listed below and register. Accounts expire at the end of each semester.

- If you receive an error that you do not have an account, contact the IT Help Desk at 567-661-7120 or email helpdesk@owens.edu from your Owens email account.

The following information is for Owens Faculty or Students who experience difficulty downloading MS Imagine/MSDNAA software. The process is not an easy one, nor is it intuitive. Here are some helpful hints. Please read all of them.

NOTE: The IT Help Desk does not support personally owned devices, operating system installations or software installations on personally owned devices.

1. Use this link to access the site - and this link only! Very

important! <http://owenscollege.onthehub.com>

- If you have never registered, you must register using your entire OCC email address. Scroll down and click on **Register**.
- If you have previously registered, proceed to Sign In.
- **It is possible that you may need to re-register if it will not allow you to sign in.**
- Your username for MS Imagine is always your **OCC email address**. Enter your Owens email address and click Continue.
- **firstname_lastname@student.owens.edu** for *students*.
- **firstname_lastname@owens.edu** for *faculty/staff*.
- Only faculty and students in IST or EET classes can register for **Premium**, all others select **Standard**.

Note: (If you do not know your Owens email address, call the IT Help Desk.)

2. Log in using the correct link to the Owens DreamSpark store: <http://owenscollege.onthehub.com>

- If you have forgotten your password, click on the **Forgot your password?** link.
- Enter your **Owens email address** and click **Submit** (**student.owens.edu** for students, **owens.edu** address for faculty/staff). **An email will be sent to your Owens email account with instructions on resetting your password.** (Check your spam/junk folder if you did not receive the email).

3. Browse the MS Imagine store by clicking on **Start Shopping** or Type a product name in the **Product Search**.

4. Add desired software to your shopping cart. (**NOTE:** Pay close attention to the System Requirements in the product details to be sure that your computer will support the software you are purchasing.)

5. There are two options. You may download the software and burn it to a DVD or a CD or you may pay a shipping and handling fee to have the media mailed to you.

6. When finished, click on **Shopping Cart** to check out.

7. Some software is downloaded as an executable file (**.exe**) and can be immediately installed.

8. Most of the software packages download an **ISO** file to your computer. You must burn ISO files to a CD or a DVD. Look at the title of your downloaded file.

It will include **CD** or **DVD** to indicate which type of disk is necessary. Information and instructions on working with ISO files can be found by using the Help link on the MS Imagine website.

9. Locate the software you wish to download. (Locate orders by clicking on **Your Account/Orders** at the top of the screen or check your email for the receipt.)

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10. Helpful installation instructions can be found by clicking on the link under **Instructions** located on your email receipt, or on the **Instructions** link in your order history.

Items All prices are in US Dollars [Start Download](#)

	Quantity	Unit Price	Amount
Microsoft Visual FoxPro 9 (English) - DreamSpark - Download	1	\$0.00	\$0.00

24 Extended Access Guarantee (24 months) - Included
24 months of access to your download and/or key. This does not extend the duration of time-limited licenses (if applicable). Expires 2015-04-02

Product Key: W

Instructions:
Burning the ISO/IMG file onto a disc

Messages:
• DreamSpark EULA

Agreement Number: 700276450

Subtotal: \$0.00
Taxes: \$0.00
Total: \$0.00

11. Click **Start Download**.

Items All prices are in US Dollars [Start Download](#)

	Quantity	Unit Price	Amount
Microsoft Visual FoxPro 9 (English) - DreamSpark - Download	1	\$0.00	\$0.00

24 Extended Access Guarantee (24 months) - Included
24 months of access to your download and/or key. This does not extend the duration of time-limited licenses (if applicable). Expires 2015-04-02

Product Key: W

Instructions:
Burning the ISO/IMG file onto a disc

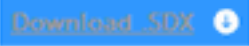
Messages:
• DreamSpark EULA

Agreement Number: 700276450

Subtotal: \$0.00
Taxes: \$0.00
Total: \$0.00

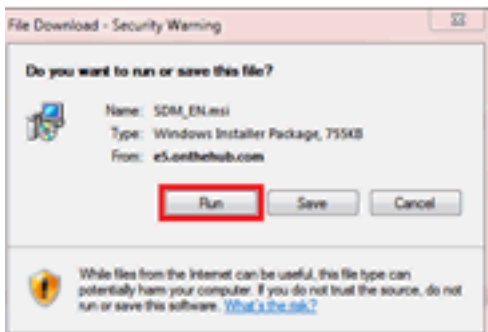
12. Click **Download SDM** to download the **Secure Download Manager software**. (NOTE: Once you have the Secure Download Manager installed on your computer, you will not need to install it again.)

1. **Download the Secure Download Manager (SDM) installation file** ?
If you have completed this step previously, go to step 3.

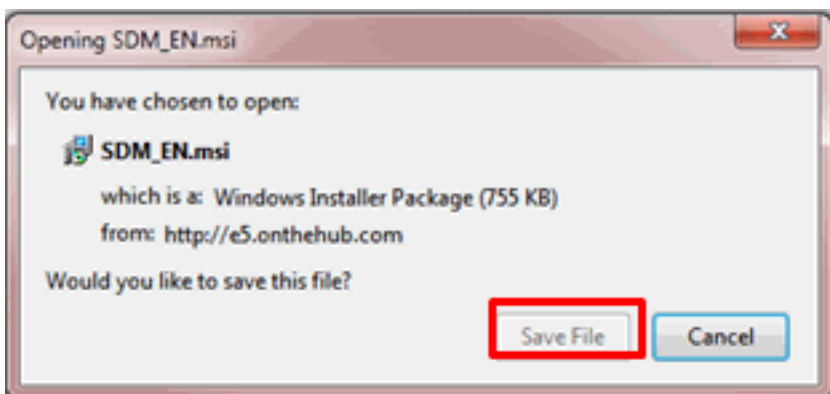
2. Locate the file from step 1 and run it to **install the SDM** ?
3. **Download the .SDX file for your order** ?

4. When the SDM launches, **start downloading your software.** ?
If the SDM application does not launch automatically, locate the file from step 3 and open it to download your software.

13. Click **Run** to install the Secure Download Manager (SDM) and follow the prompts to complete the installation. (Note: instructions will vary slightly depending on what browser you are using)

***Internet Explorer:**



***Firefox** will prompt you to **Save File**. After saving the file you will need to run the **SDM_EN.MSI** file.



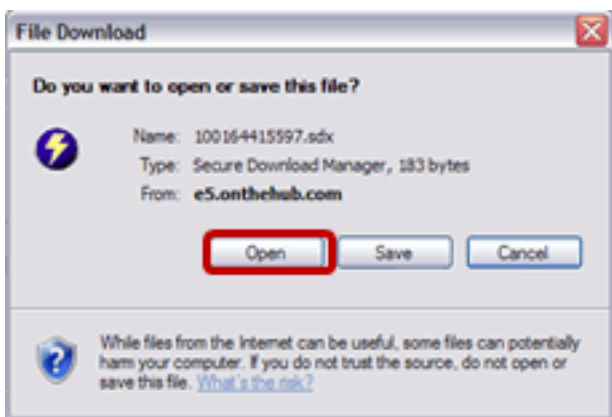
14. Next you will need to click on **Download SDX**.

1. **Download the Secure Download Manager (SDM) installation file** ?
 If you have completed this step previously, go to step 3.

2. Locate the file from step 1 and run it to **install the SDM** ?
3. **Download the .SDX file for your order** ?

4. When the SDM launches, **start downloading your software.** ?
 If the SDM application does not launch automatically, locate the file from step 3 and open it to download your software.

15. Click **Open** to open the .SDX file.



16. Clicking Open will launch the Secure Download Manager for the Download. The image below is an example of the Secure Download Manager window showing Download Location and order information.

- Click **Change Location** (if necessary) to designate a specific location for your download. **Make sure to pick a location you can easily find, because you will need to locate these files after the download has completed.**

17. Click **Start Download** once you have designated an appropriate download location.

- Download in progress.



- When download indicates that it is Done, click on the **Launch** Button.

18. When download is complete, Insert a blank CD **or** DVD (depending on which is required based on title of the file cd or dvd.)

19. Locate the ISO file from the location you designated at time of the download. Double click on the ISO file to begin burning disk – If your computer

tries to “open” this ISO with another app, **look for ISO burning software.**

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- For instructions on creating a disc from an ISO file, refer to the Instructions in your Order Summary at time of purchase, Your Account/Orders history, or on your email receipt. Click on **Burning ISO/IMG files onto a disc.**

NOTE: Some software will require you to enter a Product Key (Also known as a Key Code) to use/install.

1. Locate your **Product Key**: In order to install software that requires a Product Key, you will need to return to the DreamSpark website and log in.

a) Click on **Your Account/Orders.**

b) Scroll down and click on the title of the software that you are using/installing. If the software requires a product key for use or installation, the key is listed in the **Order Summary** in the **Items** section. **(NOTE: Not all downloads require a Product Key.)**

c) If you receive a "Product Key is invalid" error when activating software, contact the IT Help Desk by email from your Owens email account, or by using the DreamSpark Help feature **Contact Us** located at the bottom of the page. **You must include the Order number from your Order history or receipt, and the full product name.**

- If you continue to have problems, please ask your instructor or classmates or find someone who has been successful in their download.

- If you still need assistance, you can click **HELP** on the DreamSpark website for instructions and troubleshooting.

- You can also email, from your Owens email account, the **Order number, Software Package name and a description of your problem** to helpdesk@owens.edu, call the IT Help Desk at 567-661-7120 or visit the IT Help Desk in College Hall on the second floor in room 213.

- Remember, your membership will cease once you are no longer enrolled in a qualifying course. Accounts expire at the end of each semester.

- If you enroll in a qualifying class again, you may need to re-register or reset your password using the *Forgot your password?* link.

- Use the **Forgot your password?** link if you have forgotten your password.

- To see if you are eligible to participate in DreamSpark visit

- Additional resources can be found at [owens.edu/faq](https://www.owens.edu/faq)

NOTE: The IT Help Desk does not support personally owned devices. The IT Help Desk will guide you to the Help feature that is located in the DreamSpark store. Assistance with installation of Microsoft products can be found at <https://imagine.microsoft.com/en-us/support/faq> and support.microsoft.com. MS Imagine is a perk that is offered to qualifying Owens employees and qualifying students currently enrolled in courses. The MS Imagine store is not available to Alumni per our licensing agreement.

****MS Imagine software is licensed only for non-commercial use of teaching/learning and research by students and faculty. To use for **business**, please obtain a commercial license from an online or local re-seller of the software.****

Contact the IT Help Desk for additional support:

- [owens.edu/helpdesk](https://www.owens.edu/helpdesk)
- helpdesk@owens.edu
- **567-661-7120**
- [owens.edu/faq](https://www.owens.edu/faq)

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<https://www2.owens.edu/faq/entry/272/>