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## CAMPUS CORRESPONDENCE

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**To:** Pro Auth Security Holders

**Date:** November 6, 2008

**Revised:** November 21, 2008

**From:** Purchasing Office

**Subject:** Laptop and PC Locator Software  
Memorandum No. PUR 09-04

Effective immediately, all purchases of laptops or personal computers with Windows XP or lower operating systems require the installation of Laptop Locator software. In addition to lost research and work hours, lost or stolen University owned laptops or personal computers may result in the loss of sensitive data. If your laptop or pc is lost or stolen, this software can assist in locating your machine via IP address. This software can be downloaded for LSU faculty and staff at no charge from TigerWare, which is accessible via PAWS. Enter "laptop locator" in the search field of TigerWare for further information and instructions for downloading this software.

**Please note that the user must have administrative rights on the machine to install and run the software.**

Please distribute this memorandum internally to your appropriate staff. For your convenience, this memo is accessible on our website at <http://www.fas.lsu.edu/purchasing/memo.htm>. Please contact this office if you have any questions concerning this matter.

*FINANCE & ADMINISTRATIVE SERVICES  
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