



# Tableau Desktop License Request

OFFICE OF INFORMATION TECHNOLOGY

Employee Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Department: \_\_\_\_\_

Building and Room#: \_\_\_\_\_

Supervisor/Manager: \_\_\_\_\_

*Note: Tableau Desktop licenses are a limited resource: priority will be given to users analyzing institutional data to support the University's operation; Tableau: Start Here training is required to receive a desktop license.*

How do you intend to use Tableau Desktop? \_\_\_\_\_

### Read and Initial:

\_\_\_\_\_ I have read the data security policies on the University Policy Directory and agree to abide by all university data security and related policies.

\_\_\_\_\_ I understand that my desktop license may be reclaimed if I have not accessed the application

After filling out this form, either:

- print, sign, and fax to Terrie Thompson at ext. 7180, or
- print, sign, scan, and email to [tableau@olemiss.edu](mailto:tableau@olemiss.edu)

\_\_\_\_\_  
Department Head Signature  
*(required)*

\_\_\_\_\_  
Date

Available Tableau Desktop license?  Yes  No

Date training completed \_\_\_\_\_

Date license assigned \_\_\_\_\_

\_\_\_\_\_  
IT Management

\_\_\_\_\_  
Date