

A Word about Microsoft Windows and Office 2007

Windows Vista, Windows XP, and Office 2007 Information

The CLC would like to make certain all users of Chicago-Kent's network resources are aware which editions of these products are best suited for use with the Law School's network.

Windows Vista

The Windows Vista operating system is available in four different editions for either retail purchase or pre-installed on new computers. It is important to note that only the "**Business**" and "**Ultimate**" editions of Windows Vista are capable of utilizing Chicago-Kent services such as network printing, and H: drive home directories, and exams on computer. The "Home Basic" and "Home Premium" editions of Windows Vista are not capable of utilizing these services at Chicago-Kent.

Please see the link below for additional information on the different editions of Windows Vista.

<http://www.microsoft.com/windows/products/windowsvista/editions/default.mspx>

SofTest Compatibility with Windows Vista

ExamSoft, the maker of the SofTest exam taking program, has certified the use of the SofTest application on the Windows Vista operating system. Please be advised, however, that Chicago-Kent has experienced some minor difficulties in using SofTest on Windows Vista. While the difficulties encountered do not compromise the integrity of the exam taking process, they may present minor delays or concerns during the exam setup process.

Windows XP

The Windows XP operating system comes in two distinct editions: Windows XP Home Edition and Windows XP Professional. Please be aware that while Windows XP Home Edition can connect to the Internet, it cannot connect to corporate networks such as the Chicago-Kent LAN. A computer running the Home Edition of Windows XP will not be able to access network printers, H: drive home directories, e-mail via Microsoft Outlook, and computer-delivered exams.

Office 2007

For those individuals contemplating a personal purchase of Microsoft Office 2007 is available in eight different editions. It is important to note that the "Home & Student" edition does **NOT** contain the Microsoft Outlook email program. Without Microsoft Outlook, users of the Chicago-Kent network are limited exclusively to Webmail for all of their email functions.

Please see the link below for additional information on the different editions of Office 2007.

<http://office.microsoft.com/en-us/suites/FX101635841033.aspx>

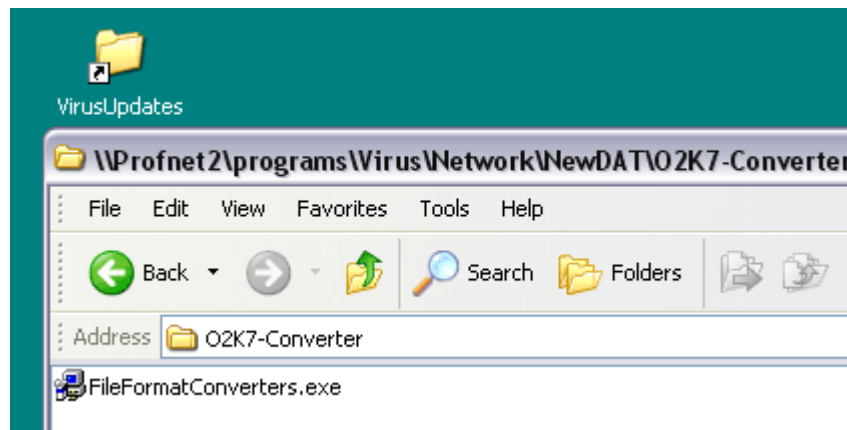
Office 2007

Earlier this year, Microsoft released a new version of their "Office" suite of applications. This latest version of Office is known as Microsoft Office 2007. The names of the individual programs included in the Office suite have also been updated (Word 2007, Excel 2007, PowerPoint 2007, etc...). Unlike past upgrades to Microsoft Office, the programs in the Office 2007 suite use and save files in formats that are different than those used by previous versions of the Office programs. The easiest way to tell if a file is in one of the new Office 2007 formats is to look at its file extension. The file formats for the new Office 2007 programs add an "x" to their file extensions.

	2003 & Earlier Versions of Office	Office 2007
Microsoft Word	[FileName].doc	[FileName].docx
Microsoft Excel	[FileName].xls	[FileName].xlsx
Microsoft PowerPoint	[FileName].ppt	[FileName].pptx

The switch to these new file types means that you will not automatically be able to use programs from prior versions of Office to open, view, or print Word, Excel, and PowerPoint files created by the new 2007 versions of those programs. In order to work with Word, Excel, or PowerPoint files from Office 2007, you must install a file format converter package from Microsoft. This converter pack will allow you to use your current Office 2003 or earlier programs to open and work with Office 2007 files.

The CLC has made this Microsoft Office 2007 file format converter pack available for installation from our network. Inside the "VirusUpdates" link on your desktop, a folder called "O2K7-Converter" is now visible. Simply double-click to enter this folder and double-click on the "FileFormatConverters.exe" program to install the Office 2007 converter pack. There are no options or choices necessary and the entire installation process is very short.



Should you have the need to install The Office 2007 converter pack on a home PC, it can be downloaded directly from Microsoft on the page linked below.

<http://www.microsoft.com/downloads/details.aspx?FamilyId=941B3470-3AE9-4AEE-8F43-C6BB74CD1466&displaylang=en>

Please feel free to contact the CLC Help Desk if you have any questions or concerns about this subject.