**Managing Sparx Enterprise Architect License Distribution**

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**Objective**

The objective of this document is to outline the process for the *HL7 Tooling Administrator* (currently Dave Hamill)to track the Sparx Enterprise Architect software keys distribution and to ensure that all recipients of the Sparx software have met the criteria recommended by the Electronic Services and Tools Work Group and accepted by the Technical Steering Committee*.*

**Background**

Sparx has offered to supply Enterprise Architect licenses to HL7 International members working on HL7 projects. The HL7 Tooling Administrator will be responsible for maintaining the list of HL7 projects using Sparx Enterprise Architect and members who have been assigned license keys. The HL7 Tooling Administrator will also act as a mediator between HL7 and Sparx’s contact person, (e.g. whomever is the one managing the [sales@sparxsystems.com](mailto:sales@sparxsystems.com) email address), to assist HL7 members needing assistance supported by Sparx.

**Software Acquisition Process**

Individuals wishing to use Enterprise Architect for HL7 projects can download the trial software at <http://www.sparxsystems.com.au/products/ea/trial.html> . To avoid having the license expire after 30 days, the individual must be included in a list of HL7 authorized users as follows:

**Key Tracking process**

1. A co-chair for a HL7 Work Group that would like to use Enterprise Architect software for a project must forward to the *HL7 Tooling Administrator* the name of the project along with names and e-mail addresses of the individuals to be issued license keys. The project must be recorded in Project Insight and the co-chair must also determine that named individuals have the modeling skills to use the Enterprise Architect software.
2. The *HL7 Tooling Administrator* will forward the names to the Sparx contact. The Sparx contact will issue licenses to the named individuals.
3. When an Enterprise Architect software license is not needed by a project, the individual will be asked to delete the software from their computer.