

Approved Software List

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Classification: Internal

Overview

This document lists software approved for use at NovaTech. Using approved software ensures security, compliance, and support availability. Software not on this list requires approval through the Software Request Process.

Standard Software (Pre-installed)

All Employees

Software	Purpose	Platform
Google Chrome	Web browser	All
Slack	Team communication	All
Zoom	Video conferencing	All
1Password	Password management	All
Google Workspace	Email, docs, calendar	Web
Okta Verify	MFA	All

macOS Additional

Software	Purpose
Rectangle	Window management
Alfred	Productivity launcher
Homebrew	Package manager

Windows Additional

Software	Purpose
PowerToys	Productivity utilities
Windows Terminal	Command line
Winget	Package manager

Engineering Software

Development Environments

Software	Purpose	Approval
Visual Studio Code	Code editor	Auto-approved
JetBrains IDEs	IntelliJ, PyCharm, WebStorm	Auto-approved
Xcode	iOS/macOS development	Auto-approved (Mac)
Android Studio	Android development	Auto-approved
Cursor	AI code editor	Auto-approved

Version Control

Software	Purpose	Approval
Git	Version control	Pre-installed
GitHub Desktop	Git GUI	Auto-approved
GitKraken	Git GUI	Auto-approved

Containers & Virtualization

Software	Purpose	Approval
Docker Desktop	Containers	Auto-approved
Rancher Desktop	Containers (alternative)	Auto-approved
Parallels	Virtualization	Manager approval
UTM	Virtualization (Mac)	Auto-approved

Database Tools

Software	Purpose	Approval
TablePlus	Database GUI	Auto-approved
DBeaver	Database GUI	Auto-approved
pgAdmin	PostgreSQL admin	Auto-approved
MongoDB Compass	MongoDB GUI	Auto-approved

API & Testing

Software	Purpose	Approval
Postman	API testing	Auto-approved
Insomnia	API testing	Auto-approved

Design Software

Software	Purpose	Approval
Figma	UI/UX design	Auto-approved
Sketch	UI design (Mac)	Auto-approved
Adobe Creative Cloud	Design suite	Manager approval
Canva	Marketing design	Auto-approved
Miro	Whiteboarding	Auto-approved
Excalidraw	Diagramming	Auto-approved

Productivity Software

Software	Purpose	Approval
Notion	Documentation, wikis	Pre-installed
Obsidian	Note-taking	Auto-approved
Grammarly	Writing assistant	Auto-approved
Calendly	Scheduling	Auto-approved
Loom	Screen recording	Auto-approved

Security Software

Software	Purpose	Approval
CrowdStrike Falcon	Endpoint protection	Pre-installed (required)
1Password	Password manager	Pre-installed (required)
GlobalProtect	VPN	Pre-installed
Authy	Personal MFA backup	Auto-approved

Prohibited Software

The following categories are **not permitted**:

- Torrent/P2P file sharing clients
- Unauthorized VPN services
- Keyloggers or monitoring tools
- Cracked or pirated software
- Cryptocurrency mining software
- Unauthorized remote access tools

Software Request Process

For software not on the approved list:

Step 1: Submit Request

1. Go to <https://help.novatech.com>
2. Select “Software Request”
3. Provide:
 - Software name and version
 - Business purpose
 - Website/vendor information

Step 2: Security Review

IT Security evaluates: - Data handling practices - Security certifications - Privacy policy - Integration requirements

Step 3: Approval

- Low-risk software: 2 business days
- Medium-risk software: 5 business days
- High-risk software: 10 business days (requires CISO approval)

Step 4: Procurement

If approved:

- IT procures licenses if needed
- Software added to approved list
- Installation instructions provided

License Management

Self-Service Licenses

Available in Software Center (Mac) or Software Center (Windows):

- Most auto-approved software
- Automatically assigned to your account

Managed Licenses

Request through IT for:

- JetBrains (limited licenses)
- Adobe Creative Cloud
- Specialized engineering tools

License Recovery

Unused licenses are reclaimed:

- After 90 days of no usage
- Upon role change
- Upon departure

Compliance Notes

- All software must comply with NovaTech security policies
 - Data processing through third-party software must follow data classification guidelines
 - Customer data may only be processed in SOC 2 compliant tools
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Related Documents: Software Request Process (IT-SW-002), Security Best Practices (IT-SEC-010), Data Classification Policy (COM-DP-001)