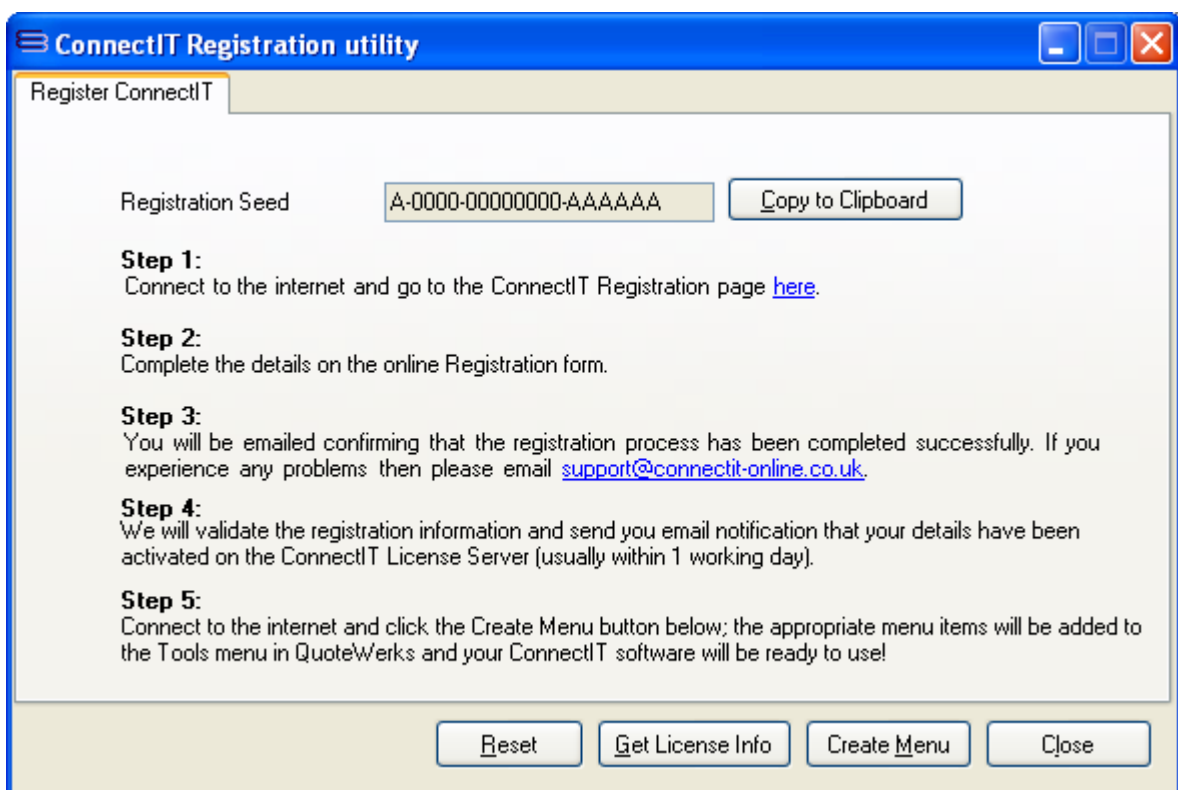


Step-by-Step Guide to Registration

The **ConnectIt Registration** utility provides instructions on how to register the installation online. Once online registration is complete, then clicking the **Create Menu** button will add the appropriate menu items to the **QuoteWerks Tools** menu. To open the **ConnectIt Registration** application, browse to the **Start | All Programs | ConnectIt-Sage** menu and click the **ConnectIt Registration** option.

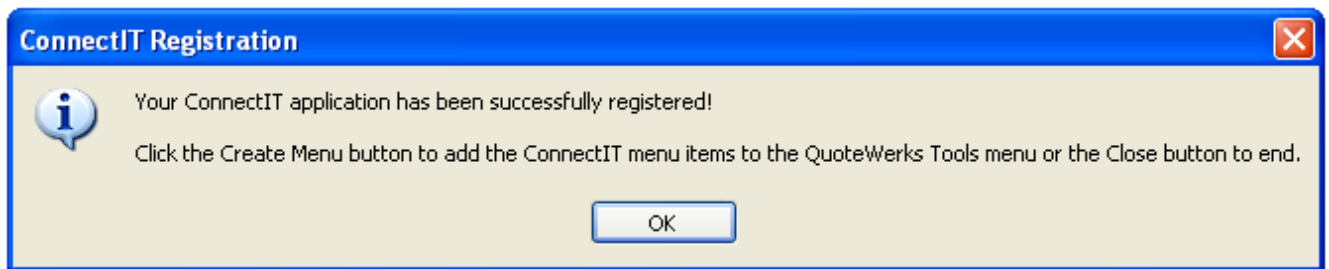
Please note that internet access is required on the PC before ConnectIt can be registered and QuoteWerks should be running.

1. Go to the **ConnectIt-Sage** start menu options (by default in **Start\All Programs\ConnectIt-Sage**) and click the **ConnectIt Registration** option.



2. If you have not already entered your details into the **ConnectIt** online **License Server**, then follow the on screen instructions to register.
3. Once you have received email notification that your details have been enabled on the **ConnectIt License Server**, click the **Create Menu** button to add the **ConnectIt-Sage** options to the **QuoteWerks Tools** menu.

4. On successful registration, you will receive the message "ConnectIt was registered successfully! Next time users start QuoteWerks, the new ConnectIt menu options will appear on the Tools menu. ConnectIt Registration will now close."



Note: In some exceptional circumstances, you will get a message "ConnectIt was registered successfully! ConnectIt Registration will now close. Now just add the ConnectIt option to the QuoteWerks menu to use the QuoteWerks to Sage link."

Please refer to our online Knowledge Base support area at <http://www.connectit-online.co.uk/kb/> and see the "Manually adding the ConnectIt-Sage menu option into QuoteWerks section" article for instructions on how to do this.

5. To refresh the **ConnectIt License Database** information with the settings from the online **ConnectIt License Server** (for example when having purchased additional licenses or upgrading to a newer version of the **ConnectIt-Sage** software) click the **Get License Info** button.
6. To clear the **ConnectIt License Database** of all registration information (including users) then click the **Reset** button.