

## Step-by-Step Guide to Registration Manager

The **ConnectIT Registration Manager** enables you to select which **QuoteWerks** users should be registered to use the **ConnectIT** software. To open the **ConnectIT Registration Manager** application, browse to the **Start | All Programs | ConnectIT-Sage200** menu and click the **ConnectIT Registration Manager** 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-Sage200** start menu options (by default in **Start\All Programs\ConnectIT-Sage200**) and click the **ConnectIT Registration Manager** option.



2. To add a **QuoteWerks User** to the list of **Registered Users**, highlight the appropriate User name on the grid to the left and click the right “>” button.
3. To remove a User from the list of **Registered Users**, highlight the appropriate User name on the grid to the right and click the left “<” button.