

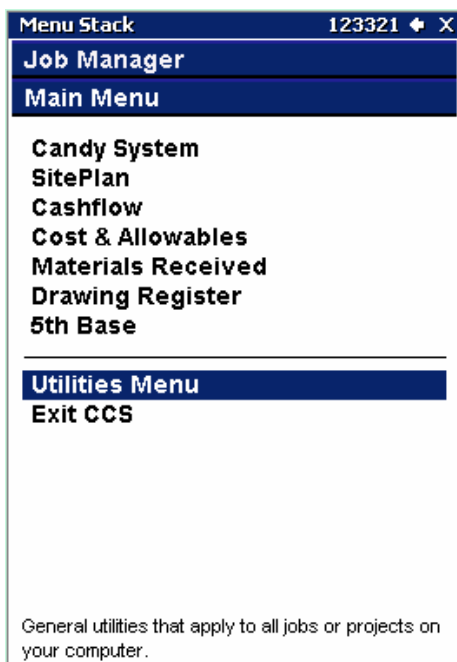
SETTING A CCS LICENCE USING EMAIL

Title	Setting a CCS Licence using Email
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Application	LICENCE
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Support	support@ccssa.com

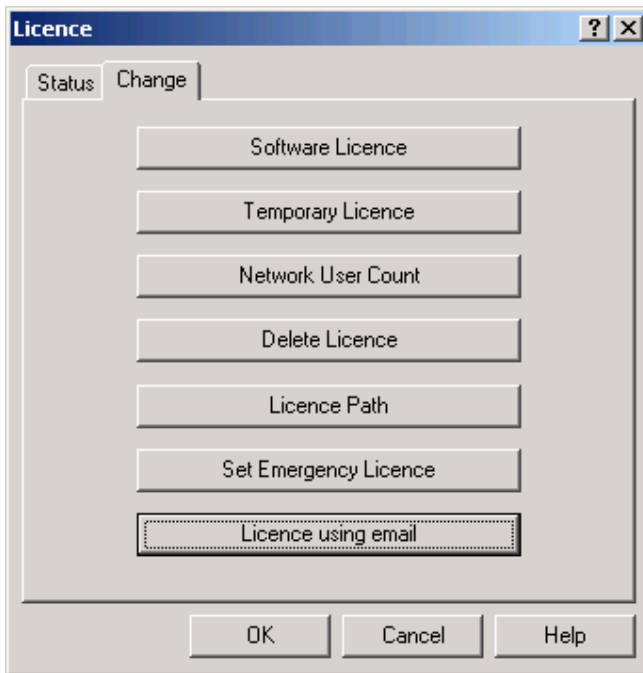
Each CCS System needs to be licenced. This document explains how to install a CCS Licence on a computer using email.

Requesting a Software Licence via email

- Load the CCS System.
- Go to the MAIN MENU.




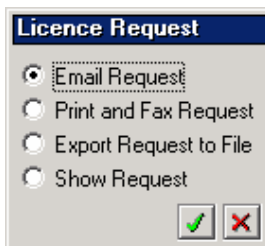
- Click on the *Licence* Softkey and select the *Change* tab.



- Click on the *Licence using email* button.
- Select *Order New Licence*.



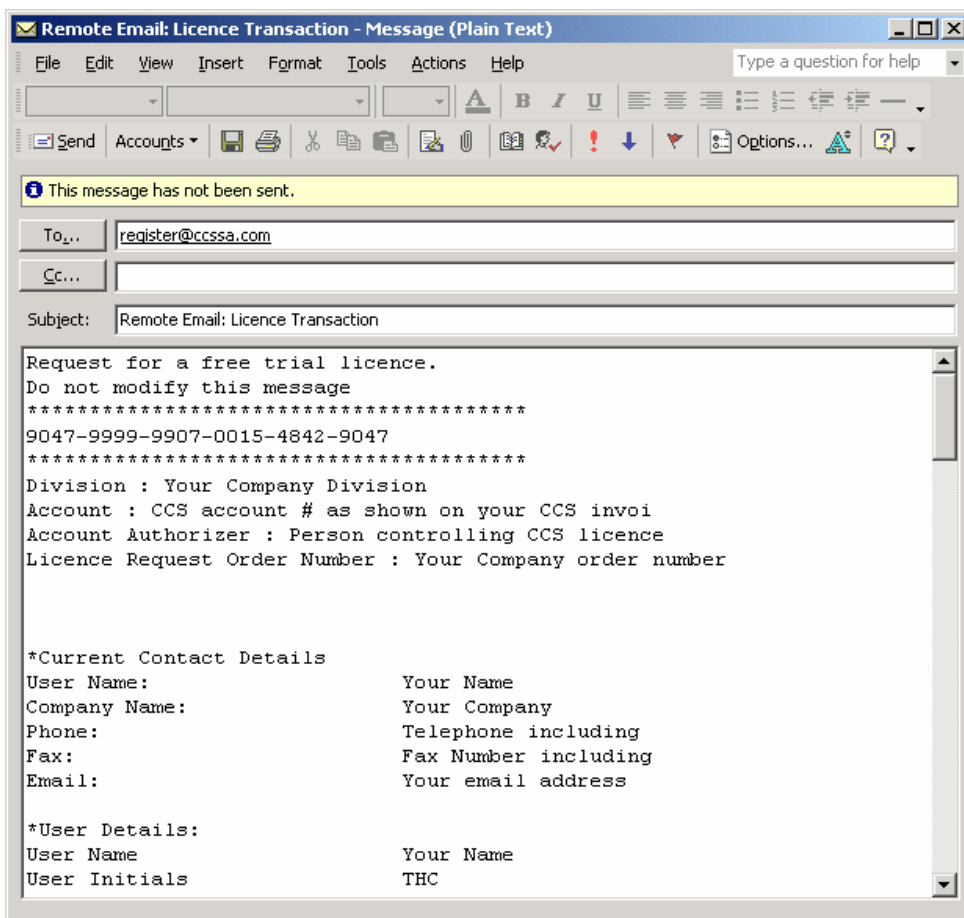
- Click on .
- Select *Email Request*.



- Click on .

CCS will display the Order Licence dialog. Make certain that all of the information is correct.

- Click on *OK*.
- CCS will generate an email message to be sent to the Licence Support Desk.



- Click on Send to send this message and a dialog box will be displayed confirming the licence request created and the date by which the licence code from CCS needs to be entered so as to register the licencing of the CCS System.

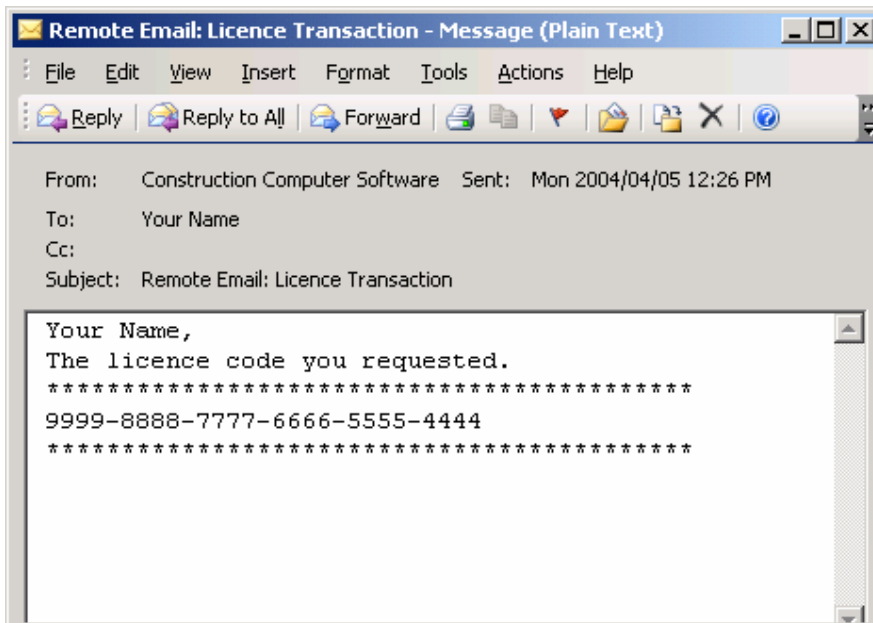


- Hit any key and then check your email application to make certain that the email message has gone and is not sitting in your Outbox.

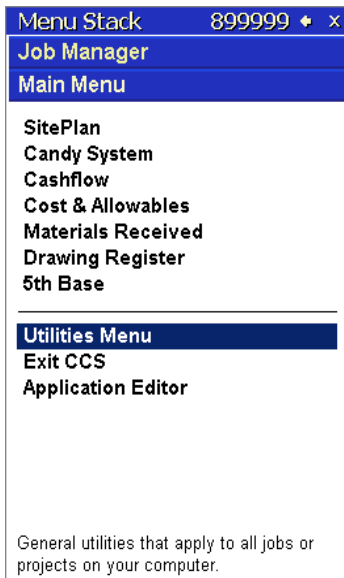
Entering a licence code from CCS

Once CCS has processed your request for a licence, an email message will be sent to you with a code to set your licence. The following steps explain how to enter this licence code into the CCS System.

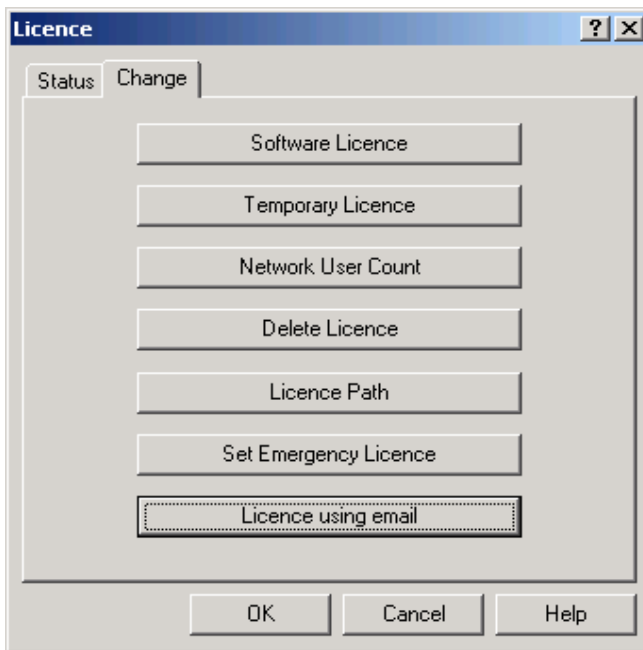
- Load the message received from CCS



- Select the code and copy into the clipboard
- Load the CCS System.
- Go to the MAIN MENU.



- Click on the *Licence* Softkey and select the tab *Change*.

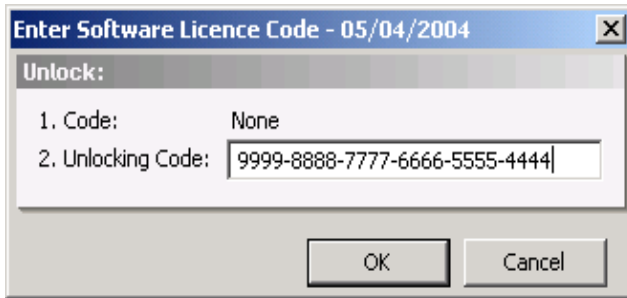


- Click on the *Licence using email* button.
- Select *Enter Licence Code*.



- Click on 

- CCS will display a dialog requesting the licence code. Press CTRL + V to paste the code from the email message.



- Click on *OK*.
- CCS will display a message stating that the licence has been set.

Once this has been done, your CCS System will be registered. Print the System Information report and keep this document in a safe place as a record of your CCS Licence number. If you have any queries or problems, contact the licence support desk on support@ccssa.com.