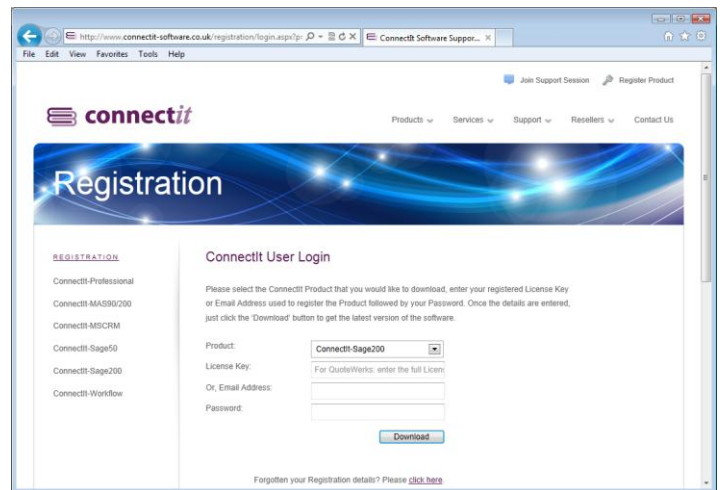


Step-by-Step Guide to Upgrading

1. In an internet browser, go to <http://www.connectit-software.co.uk/registration/login.aspx?p=CITSA GE200>
2. Enter your **QuoteWerks** license key (or the email address used to register initially) and your password.
3. Click download.

Note: if you don't know the password, then you can use the "click here" option to be emailed your registration details.



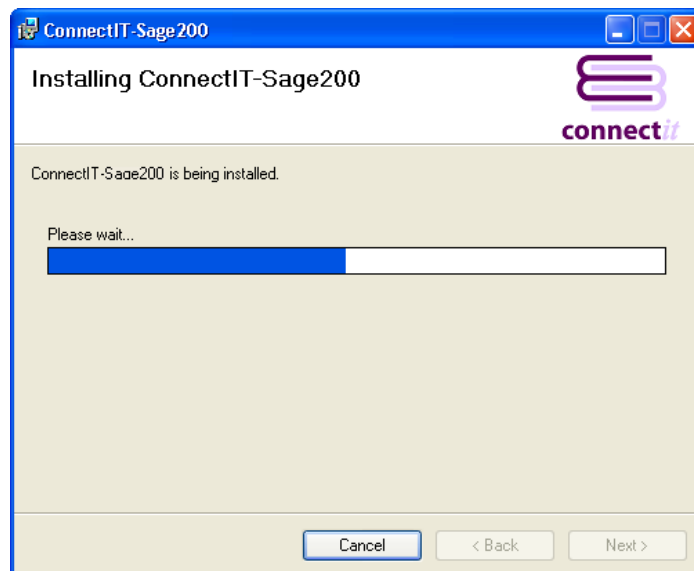
The screenshot shows the Connectit User Login page. On the left, there is a list of products under the heading "REGISTRATION": Connectit-Professional, Connectit-MAS90/200, Connectit-MSCRM, Connectit-Sage50, Connectit-Sage200, and Connectit-Workflow. The main area is titled "Connectit User Login" and contains a form with fields for "Product" (a dropdown menu showing "Connectit-Sage200"), "License Key" (with a note "For QuoteWerks: enter the full License Key"), "Or, Email Address", and "Password". A "Download" button is at the bottom of the form. A link "Forgot your Registration details? Please click here" is at the bottom of the page.

4. The **Connectit Install** download will start; save the file to your hard drive or a convenient place on your network.



5. Once the download is complete, extract the files and run the **setup.exe**.

For more information on installing ConnectIt-Sage200 please refer to the Step-by-Step Guide to Installation.



6. On successful upgrade, users may receive a message that a valid license could not be found. If this message appears, then open the **ConnectIt Registration** utility and click the **Get License Info** button to get the most up to date registration information for your purchase.
7. If new utilities are available in your new version of **ConnectIt-Sage200**, then open the **ConnectIt Registration** utility and click the **Create Menu** button. Any new menu options will be available the next time you start **QuoteWerks**.

Note: these final steps only need to be performed once for each QuoteWerks installation on your server and/or remote users.

