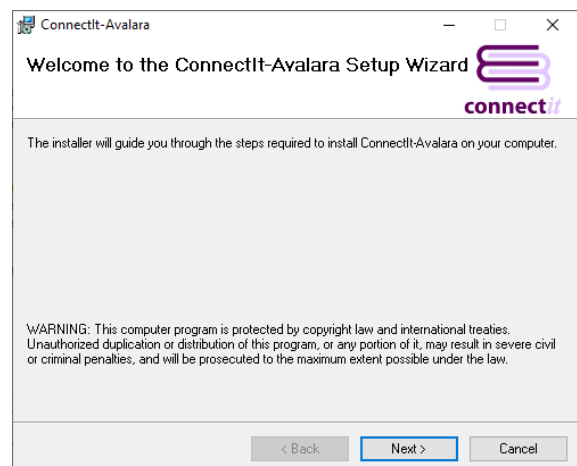


Step-by-Step Guide to Installation

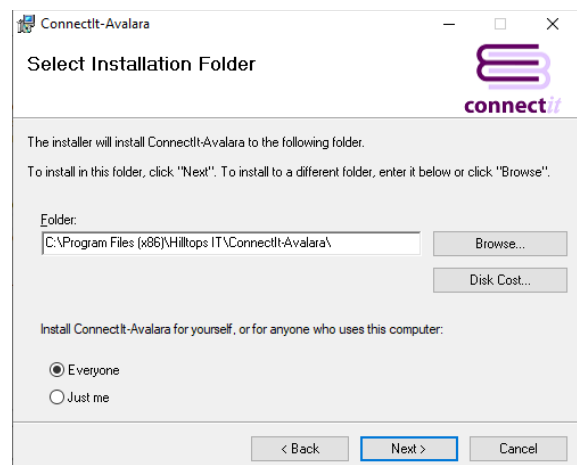
1. Download the installation files from <http://www.connectit-software.co.uk/registration/login.aspx?p=CITAVATAX>
2. Using the Windows Extraction Wizard, WinZip, or equivalent, extract the files to a convenient place on your PC or server.
3. From within the unpacked files, run the **setup.exe** file.

At this point during the installation, the setup wizard will look for the prerequisite software on your machine. If any errors or messages appear that you are unsure about, please refer to your IT Support team or our online Knowledge Base support area at <http://www.connectit-software.co.uk/support/>

4. When the **Welcome to the ConnectIt Setup Wizard** screen appears, review the comments and click Next.



5. When the **Select Installation Folder** screen appears, review the settings and click Next.

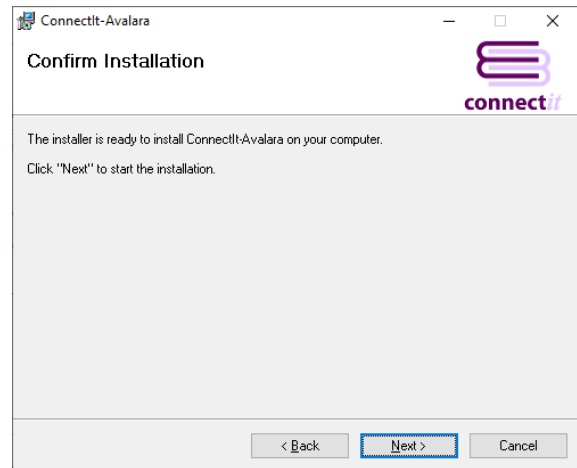


Note: for ease of setup and maintenance, we recommend that ConnectIt-Avalara is installed to either the default C:\Program Files\ directory or to a sub-folder off the QuoteWerks directory.

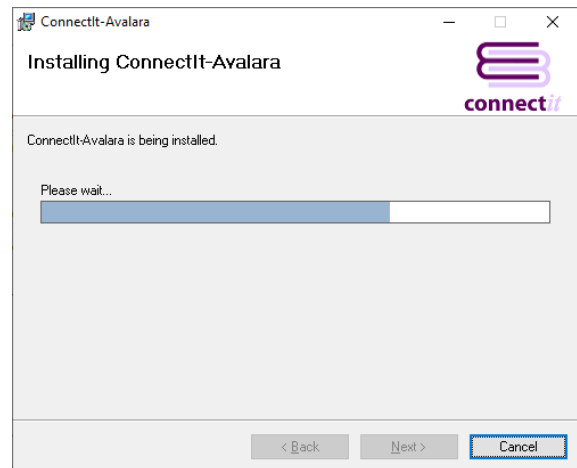
Note that if you choose to install ConnectIt-Avalara to a sub-folder off the QuoteWerks directory, then the ConnectIt Configuration settings will be shared with all Users.



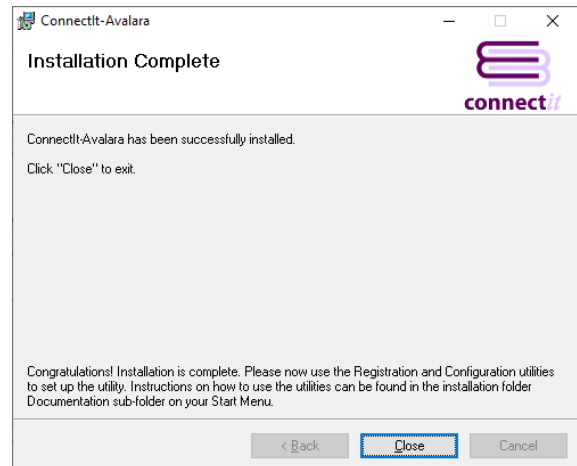
- When the **Confirm Installation** screen appears, click Next to start the installation.



- Please wait while **ConnectIt** is being installed. A progress bar will indicate the progress of the installation.



- When the **Installation Complete** screen appears, click Close to finish the installation.



Installation is complete and options have been added to your Start menu | All Programs in a folder called "ConnectIt-Avalara".

Please now start QuoteWerks and use the Registration utility to register the installation; followed by the Registration Manager to set up which user(s) will be able to use ConnectIt-Avalara; then finally the Configuration utility to set up ConnectIt-Avalara for your company's requirements. Shortcuts to and instructions about how to use the utilities can also be found in the ConnectIt-Avalara folder in your Start menu | All Programs.

