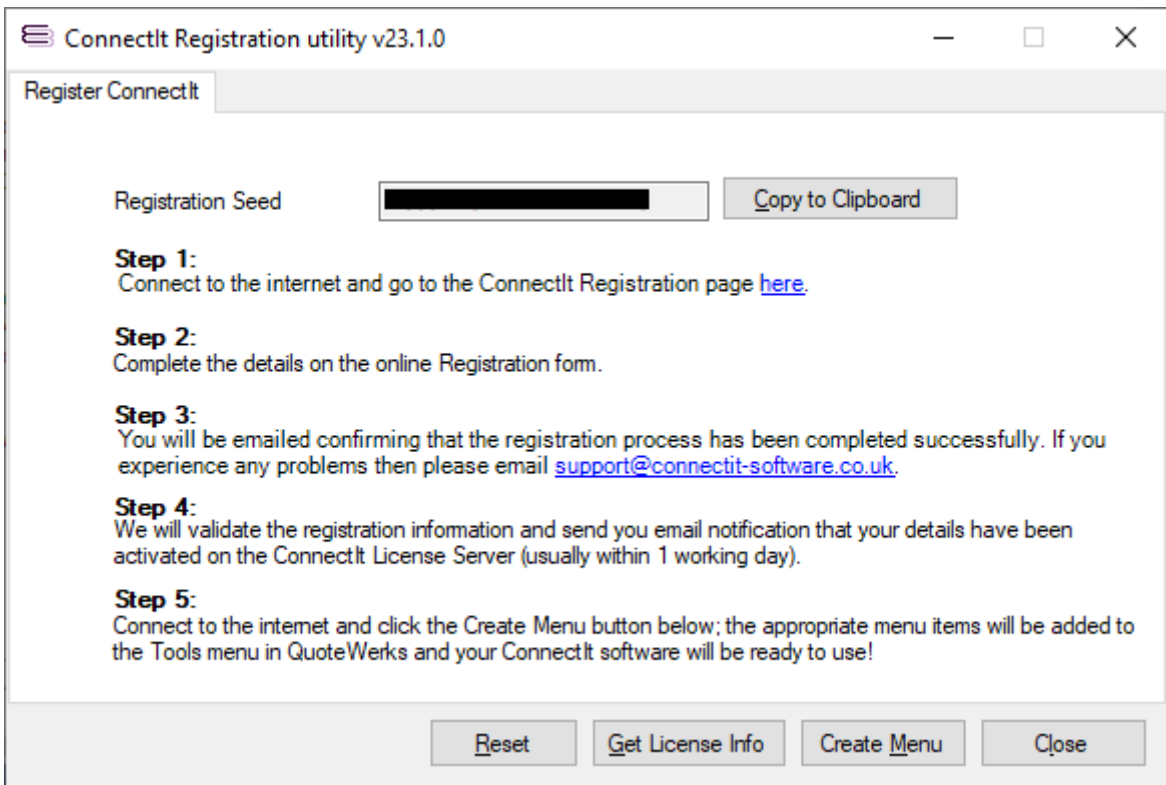


Step-by-Step Guide to Registration

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-Avalara menu and click the **ConnectIt Registration** option.

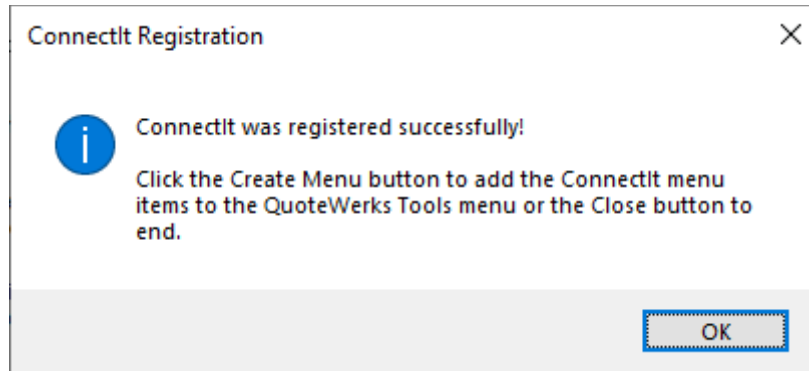
Please note that internet access is required on the PC before ConnectIt can be registered and QuoteWerks should be running.

1. Go to the **ConnectIt-Avalara** start menu options (by default in Start\All Programs\ConnectIt-Avalara) 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-Avalara** 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.*"



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from the online **ConnectIt License Server** (for example when having purchased additional licenses or upgrading to a newer version of the **ConnectIt-Avalara** software) click the **Get License Info** button.
6. To clear the **ConnectIt License Database** of all registration information (including users) click the **Reset** button. This can be useful if there is a problem with the current installation licensing and you want to start again.

