Procedures CMS Systems Solutions Ltd License Registration

Purpose

The procedure describes the steps to register a Working Papers licence, on a computer that has not had a licence before, or the licence has expired, or the licence has been revoked. To register a new licence while the existing licence is still valid, will be described elsewhere.

Steps

1. Enter Caseware by double click on the Caseware shortcut on your desktop



- 2. A window will open. Ensure that the version of Working Papers, is the same as indicated on the email sent to you.
 - a. If not, update and install the latest version of Working Papers found in <u>www.cms-</u> <u>ss.com</u>.
 - b. If yes, select 'Register Now' by clicking on it

CaseWare Working Papers		×
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License ex	pired. Contact CMS Systems Solut	ions sales.
Continue Without Registering	Remind Always \sim	Register Now
atent No. 8,595,381 B2 Copyright CaseWare International Inc. ©2021		ernational Inc. ©2021

3. Another window will open. The selection 'Stand alone or eDelivery licence' is already selected. Click on 'Register Now' once more.

About Licensing		\times		
License Status: License expired. Contact	t CMS Systems Solutions sales.	ОК		
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4. On the following screen click on 'Next'

 Adress Adres	CaseWare Working Papers Registrat	ion Wizard	×
 If you or your firm have received a CaseWare Working Papers renewal license or authorization code, click Next and follow the instructions to register your license and authorize this computer. To renew your licence, please contact CMS Systems Solutions sales at: Email : sales@cms-ss.com Phone : + 357 22817503 (8:30 AM to 5:30 PM Monday, Tuesday, Thursday and Friday and 8:30 AM to 2:00 PM Wednesday) If you are already a registered client you will be asked to provide your client number and confirm you contact details. If you are anew client you will be asked to provide the following details: Company Name Telephone Fax Address Website International Affiliation Contact Name F-mail Position Once you have renewed your licence, you will receive a new Authorisation Code. This code will permit you to register a licence to use CaseWare Working Papers for 12 months. If you have already renewed your license, please click Next and follow the instructions to renew your license. 	Z	Thank you for choosing CaseWare Working Papers	
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		< Back Next > Cancel Help	

- 5. In the window that appears, complete as follows, to facilitate the identification process of the user, should it be needed in the future.
 - a. Enter the latest authorisation code received from CMS
 - b. Fill in the name of the user. Not the company.
 - c. Email address: The email of the user. Not the company.
 - d. Do not select "Check here if you do not wish your computer name to be sent".

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e. Press Next to continue

CaseWare Working Papers Registration Wizard

6. The window 'Select Registration Method' appears. The option 'register automatically over the internet' is chosen. Do not change it. Click on next. Should a different method be needed, a member of our support team will assist you, via TeamViewer.



7. The final registration window will appear. Press Finish

CaseWare Working Papers Registration Wizard

- A	Automatic Registration Register automatically over the internet
	Registration completed successfully. There are 380 days remaining until the software expires. You are allowed to re-license Working Papers 30 times.
	< Back Finish Cancel Help

8. The licence has been registered and your Caseware Screen will appear

