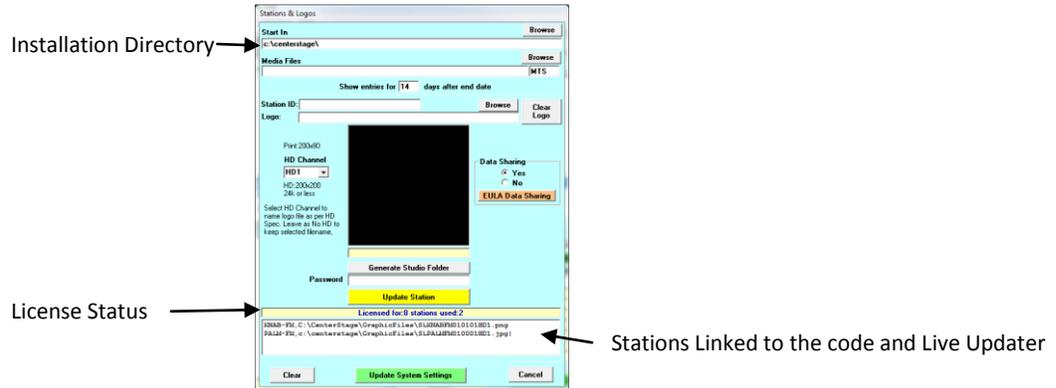


Overview

Your distributor will send you an access code for the number of stations purchased along with instructions for entering your code. The code is a site license turning the installation from a trial version to a live installation for the number of stations ordered. Once the code never has to be entered again and cannot be used again. Should you wish to add additional stations, Arctic Palm will update and resend the code and when entered the station count will be adjusted accordingly.



Licensing

Before entering the access code, ensure you have full access to the installation directory and the Arctic Palm Registration site is not being blocked. (FTP Download) To ensure access you can right click the CSScheduler icon and select Run As administrator. Even if logged in as an administrator, the system may not allow some functions.

To License the Software

1. From a computer with Internet access and rights to the installation directory run CSScheduler (may need to Run As Administrator)
2. Select Register/Upgrade from the Tools Menu

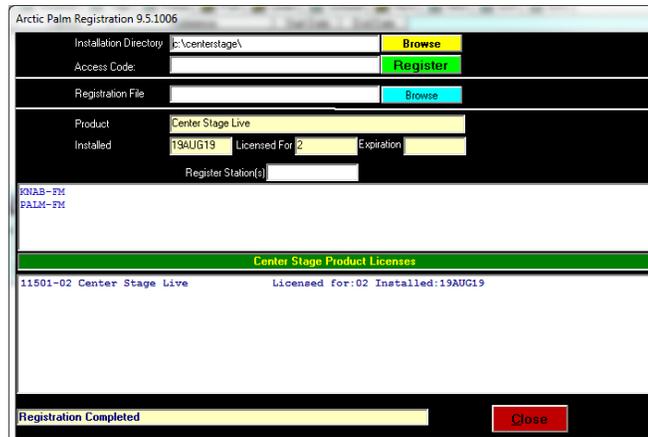


3. Ensure the Installation directory is the original installation directory.
4. Ensure the Station ID's are correct. (These are linked to the license and used to activate the live updater)
5. Enter the Access Code and Click the Green Register Command
 - a. The status line will display the progress (Access Arctic Palm, Registering, Completed)
 - b. When completed the License area will show the license status.
 - c. Click Close
6. Exit and Restart CSScheduler
7. Select Stations and Logos from the Tools Menu
8. The new licensing information will be displayed

No Internet Access

If the computers running the software does not have internet access or FTP access is blocked, you will need to request the license file from Arctic Palm. When requested, Arctic Palm will e-mail the license file. When you get the e-mail

1. Save the file on the computer used to register the software.
2. Start CSScheduler and select Regist/Upgrade from the tools menu (may need to run as administrator)



3. Ensure the Installation Directory is the original installation directory
4. Ensure the Stations ID's are correct
5. Use the Blue Browse command to open the Windows Browser
6. Browse to the file saved in step 1 and click Open
7. Once opened the license will be updated and shown in the License area
8. Click Close
9. Exit and Restart CSScheduler
10. Select Stations and Logos from the Tools Menu
11. Check the License stations.