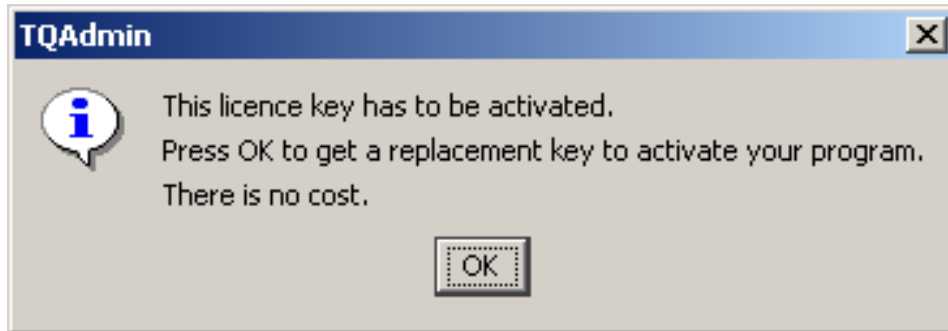


Replacing an expired TYPEQUICK licence key via the Telephone

For security purposes, Typequick's products are protected by the use of licence keys. For the full TYPEQUICK product to be available, a licence key must be entered into the Typequick database and then activated. The following instructions will help you to activate the full TYPEQUICK product.

Having entered a licence key into the TYPEQUICK program, a message may appear saying the licence key has expired and needs to be activated.

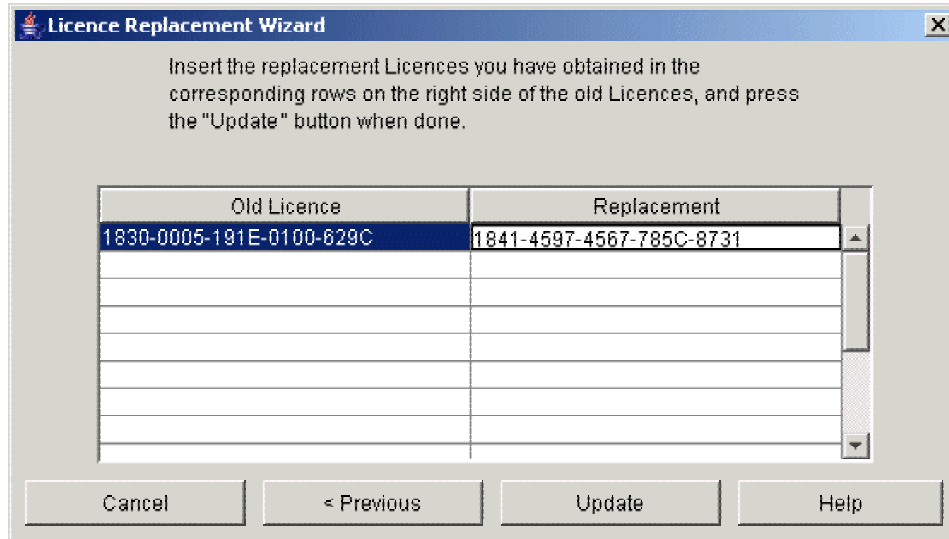


Press "OK" to begin the process...

A box will appear...



1. Click the radio button next to the "Enter the replacement licence by hand..." and click "Next".
2. The following screen will appear...

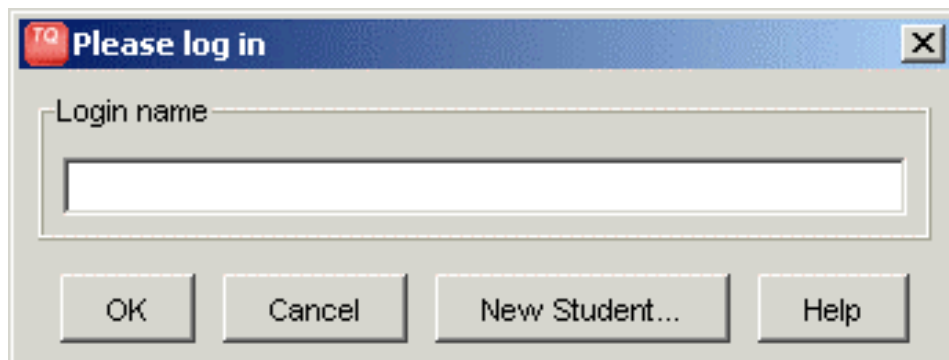


3. Call your local Typequick distributor (details shown under 'Contact' on your local Typequick website) or Typequick head office - +61 (0)2 8467 9777 during **office hours only**.
4. Read out your licence key to the consultant that answers
5. A replacement licence key will be issued to you
6. Double click on the cell in the column 'Replacement'.
7. Enter the new licence key in the space provided and click "Update".
8. Follow the login process described below.

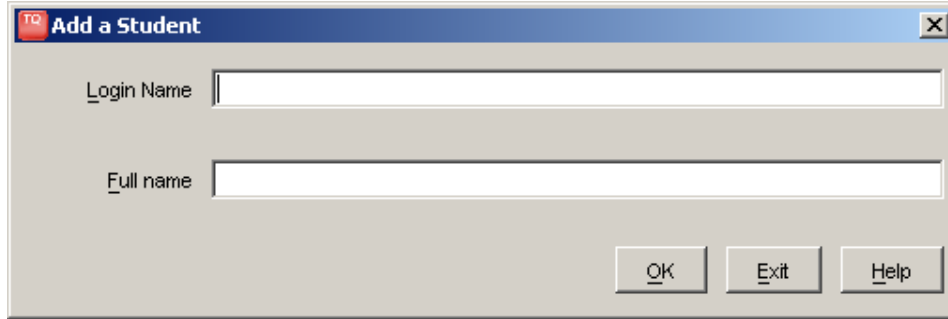
Keep your original licence key for future technical assistance.

Login

A **Login** dialog box will appear, Click "New Student"



A second **Login** dialog box will appear:



The image shows a Windows-style dialog box titled "Add a Student". The title bar includes a small "TC" icon and a close button. The dialog contains two text input fields: "Login Name" and "Full name". At the bottom right, there are three buttons: "OK", "Exit", and "Help".

1. Enter the **Login Name** you want to use each time you use the program. This should be one you will remember (It is NOT case sensitive.)
2. Enter your **Full Name** for reporting purposes
3. Click "OK"
4. Your Login Name should appear in the login box.
5. Click "OK" to login

The **Main Menu** will appear. Click "Start Course" to begin the course.

NOTE: If you are asked to use the course in Evaluation Mode despite having entered an active licence key you could be using the wrong course. Log out and click on the icon for the product that you just entered a licence key.