

deskPDF® 2.5 Activation Guide



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Overview

deskPDF is a PDF authoring tool which converts virtually any non-standard document type into the universally recognized PDF document format standard. The purpose of this guide is to provide an illustrated walk through to assist users unfamiliar with software activation. For information on how to use deskPDF's features or on deskPDF enterprise deployments; please refer to the appropriate document located at www.docudesk.com/download.asp

Conventions

This guide uses graphical conventions to simplify comprehension of its contents.

Icons

The following icons are used in this guide:



Note: A note is an informational message containing a suggestion or a tip



Alert: An alert icon is a message to follow instructions closely

Activating deskPDF

Overview

Thank you for purchasing Docudesk's deskPDF, a leading product in electronic document publishing automation. This guide is designed to help readers activate their new deskPDF purchase by providing verbose step by step instructions.

There are 3 steps to activating deskPDF.

Step 1: Verify your currently installed version is 2.5 or above

Step 2: Copy Activation Code from Docudesk thank you page or email and paste into deskPDF Activation Window on computer.

Step 3: Submit Activation request to Docudesk

Each step is detailed in the following pages.



Note: If the deskPDF 2.5 is already installed; it will take less than a minute to complete activation. The time required to download and install deskPDF can vary based on computer and Internet connection speed, but typically will take less than 5 additional minutes.

Step 1:

Ensure you have deskPDF version 2.5 currently installed on your computer. This version is required in order to use the new registration system. You may check your version by viewing the application tab as shown in *Figure 1* below.

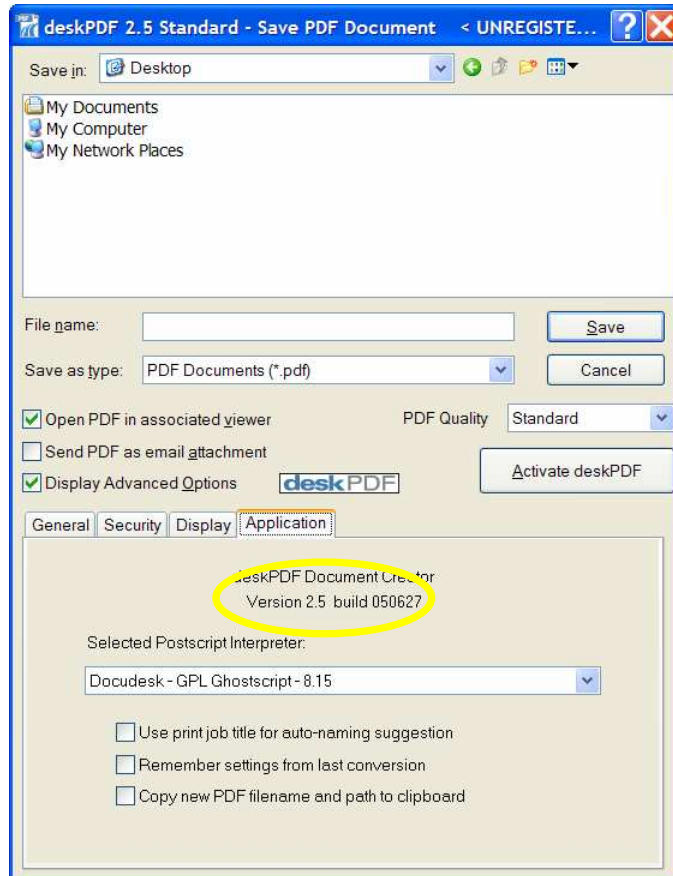


Figure 1

Alternatively, if you have deskPDF 2.5 you will see the deskPDF 2.5 programs folder under the Docudesk programs group (*figure 2*).

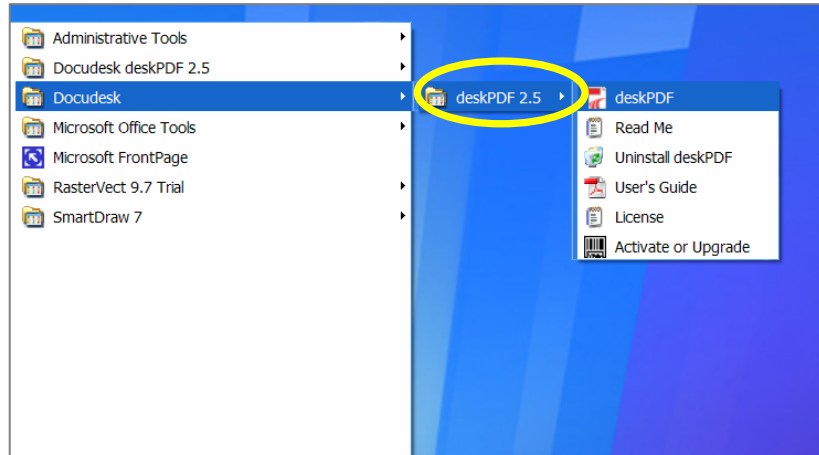


Figure 2

If you do not have the latest version of deskPDF, simply download the latest version at <http://www.docudesk.com/download.asp>



Alert: If you've already been provided with an Activation Code, be sure to download the version which corresponds with the product purchased as you will be unable to activate a product which differs from the purchase.

Step 2:

After confirming the proper version of deskPDF is installed, you may copy the Activation Code which is provided on both the web page receipt, provided following purchase, and the email receipt. The Activation Code presented via the web receipt is highlighted below (*Figure 3*) and is represented the same way in the email receipt.

docudesk

Purchase and Activation Information

Order Number:	30345
Order Date:	6/29/2005 1:26:45 PM
Licensed to:	Michael Saunders / Saunders Engineering

Product	Quantity	Activation Code	Update Expiration
deskPDF Professional Single User License	1	3825899295133236	6/29/2006 1:36:00 PM

Order Detail:

Order Number: 30345
 Customer Details:
 Michael Saunders
 Saunders Engineering
 80333 State Highway 249
 Houston, Texas
 77070
 United States
 Email: msaunders@saundersengineering.com
 Phone: 2813550101

 Product ID: DPDF-PRO-1
 Product Name: deskPDF Professional Single User License
 Quantity: 1
 Unit Price: \$29.95

 Order Total : \$29.95
 State Tax : \$2.47
 Grand Total : \$32.42

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Figure 3

Select this Activation Code with your mouse by double-clicking the number until the entire number is highlighted as shown in *Figure 4*. Copy this number to the computer’s memory by using your alternate mouse button (also known as right-clicking) and selecting the *copy* command or by simultaneously pressing the *Ctrl* key and the “C” key.

Product	Quantity	Activation Code	Update Expiration
deskPDF Professional Single User License	0	3825899295133236	6/29/2006 1:36:00 PM

Figure 4

Once the Activation number is copied to memory it can be pasted in the *deskPDF Product Activation* window which can be accessed in the Docudesk programs window by selecting the *Activate or Upgrade* program shown in *Figure 5*.

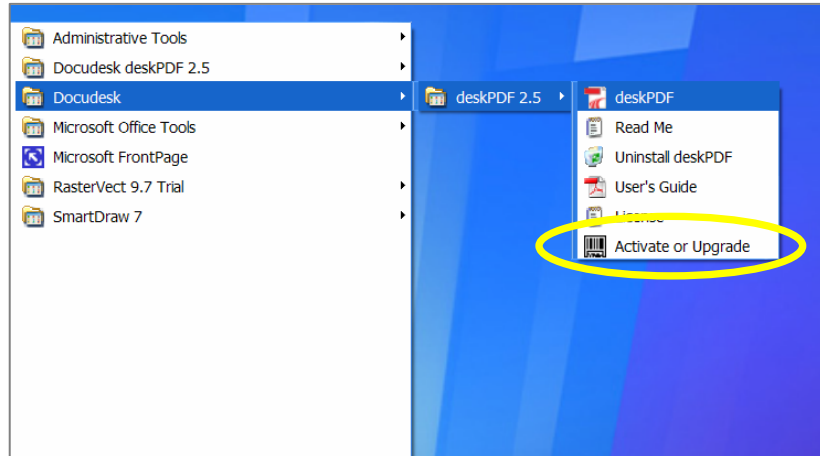


Figure 5

The *deskPDF Product Activation* window is shown in *Figure 6*. Paste the Activation Code into the highlighted area by clicking the window and right-clicking and selecting the *paste* command or by simultaneously pressing *Ctrl* key and the “V” key.

When the Activation Code is successfully pasted your activation window should look like *Figure 7*.

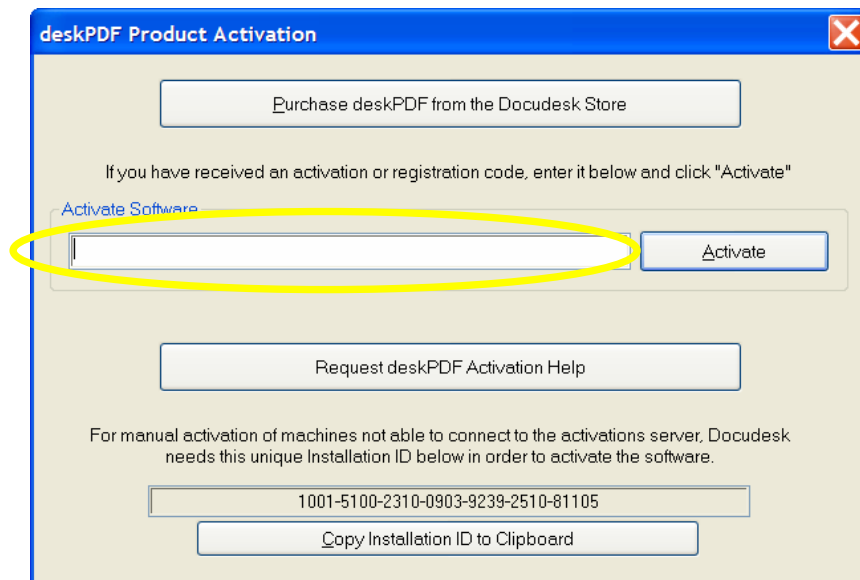


Figure 6

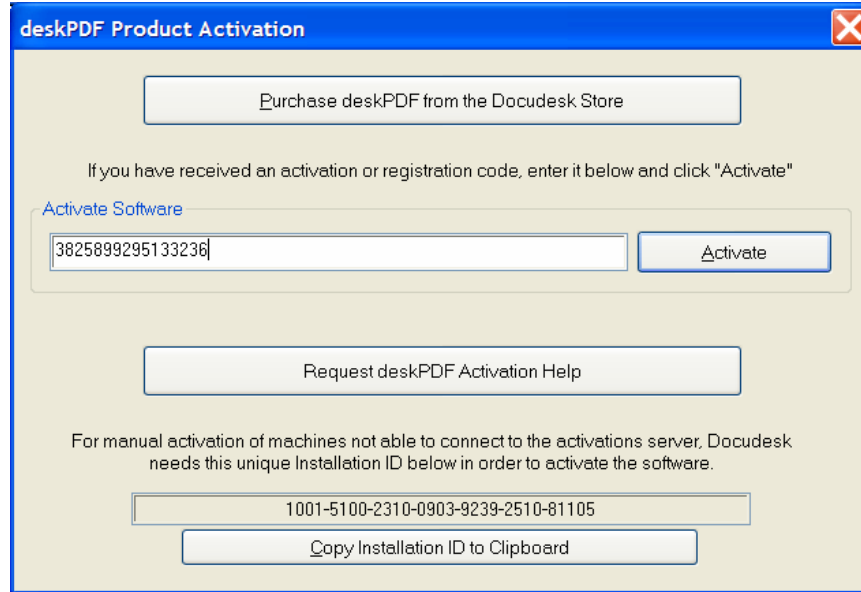


Figure 7

Step 3:

The final step to activating deskPDF is to click the Activate button as shown in *Figure 8*. Following a successful activation, a window will display stating you have successfully activated your deskPDF product. There is no need to do anything further to fully utilize your product.



Alert: Prior to attempting to activate your deskPDF product please ensure you are connected to the Internet and can access www.docudesk.com. If you are unable to make this connection you will be unable to activate your product.

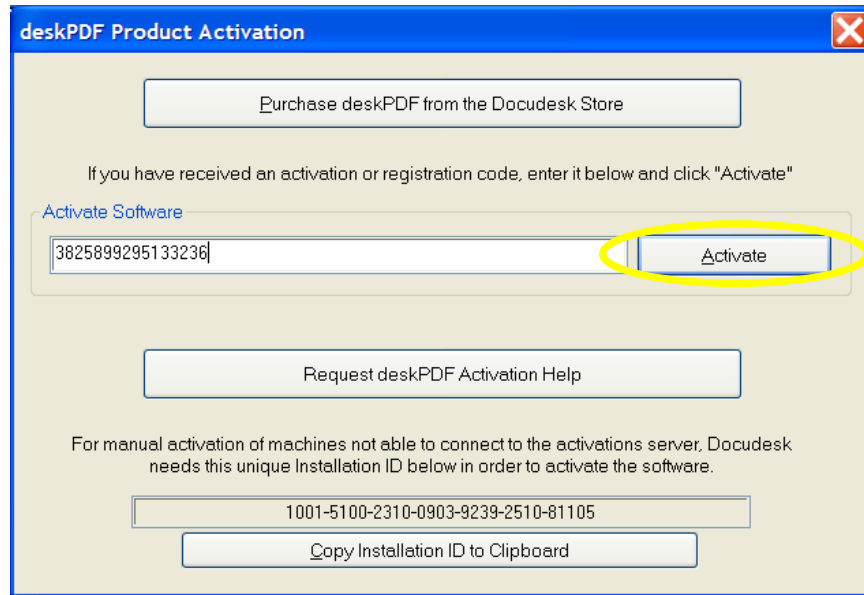


Figure 8

Activation Problems:

If you are having problems activating deskPDF, please double check the following:

- Ensure deskPDF 2.5 or greater is installed on computer
- Computer is connected to the Internet and can access www.docudesk.com or other popular web sites.
- You are using the entire Activation Code provided in your web page receipt or your email receipt.
- If you have placed multiple orders, ensure you are using the proper Activation Code for your product purchased and installed on computer.

If you have followed all these steps and are unable to activate deskPDF, use the "Request deskPDF Activation Help" (*Figure 9*) button to place an inquiry to Docudesk.

This button populates the required information and is the required approach to submitting a help request as it guarantees the proper information is provided and expedites the request.

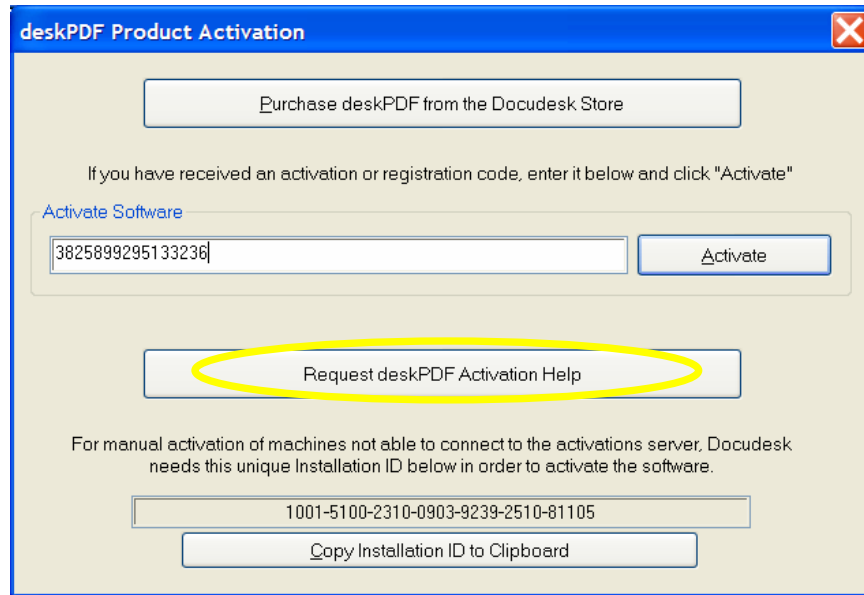


Figure 9

Activation via Postal Mail:

If Internet connectivity is limited to the computer, you may copy the installation ID and use postal mail to Activate the product. The activation ID is shown at the bottom of the image in (Figure 9). Upon receipt Docudesk will send the corresponding Activation Code back.



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