

## OCRIS LICENCE TRANSFER INSTRUCTIONS

This document outlines the steps that a client can take to transfer an OCRIS Licence online from one machine to another.

The preferred method to transfer a licence is to make use of the internet, but if this is not possible contact Expedio for further instructions.

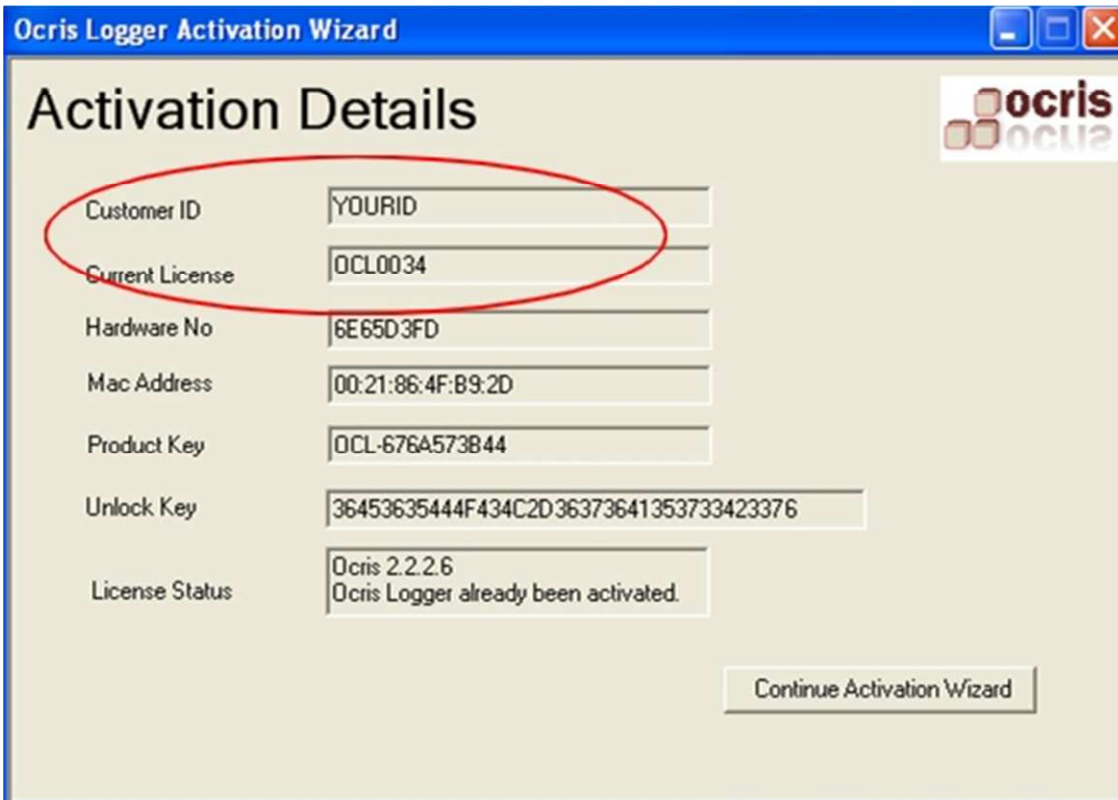
*You will need an active internet connection on both machines when performing any of the Activation/Deactivation tasks. The connection should ideally be via a wired Ethernet cable (blue network cable), which is preferred over a wireless internet connection. You will also need to note your Client ID and Client PIN\*\**

### DE-ACTIVATE THE LICENCE ON THE 'OLD' MACHINE

De-Register the OCRIS licence on the machine you wish to transfer the licence from. Ensure you have an active internet connection and **take note of the Customer ID and this machine's Current Licence number.**

Select **HELP > OCRIS ACTIVATION** from the OCRIS Menu Bar

This will display the following window:



The screenshot shows a window titled "Ocris Logger Activation Wizard" with a "Continue Activation Wizard" button at the bottom right. The main content area is titled "Activation Details" and contains a table of fields:

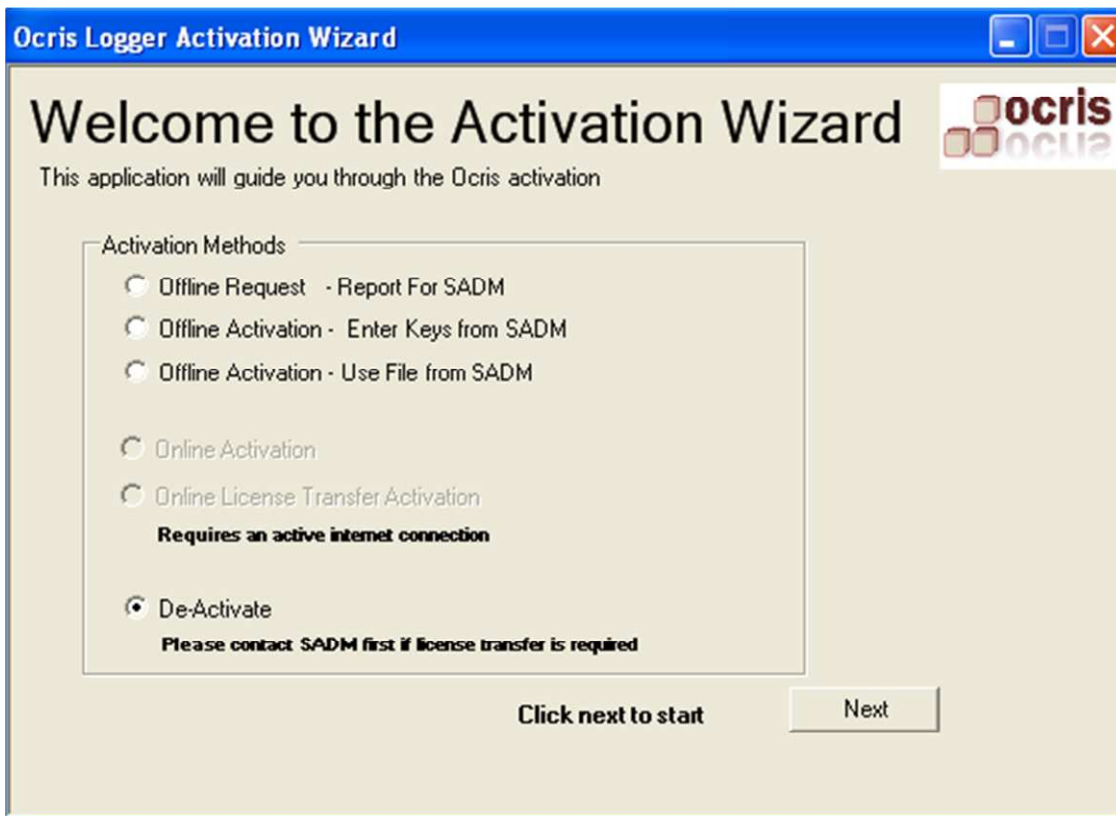
Customer ID	YOURID
Current License	OCL0034
Hardware No	6E65D3FD
Mac Address	00:21:86:4F:B9:2D
Product Key	OCL-676A573B44
Unlock Key	36453635444F434C2D36373641353733423376
License Status	Ocris 2.2.2.6 Ocris Logger already been activated.

The "Customer ID" and "Current License" fields are circled in red in the original image.

Activation Details Display: In this Example the current licence number is **OCL0034**.

Click on the  button.

This window will then appear:



Select  **De-Activate** and click on the  button.

You will then be presented with a screen asking for confirmation of the deactivation. Click on the  button.

After this you will be presented with a **Deactivation Complete** message.

*This installation of OCRIS will now revert to 'demo' mode, which restricts this machine to 10 lines of data entry.*

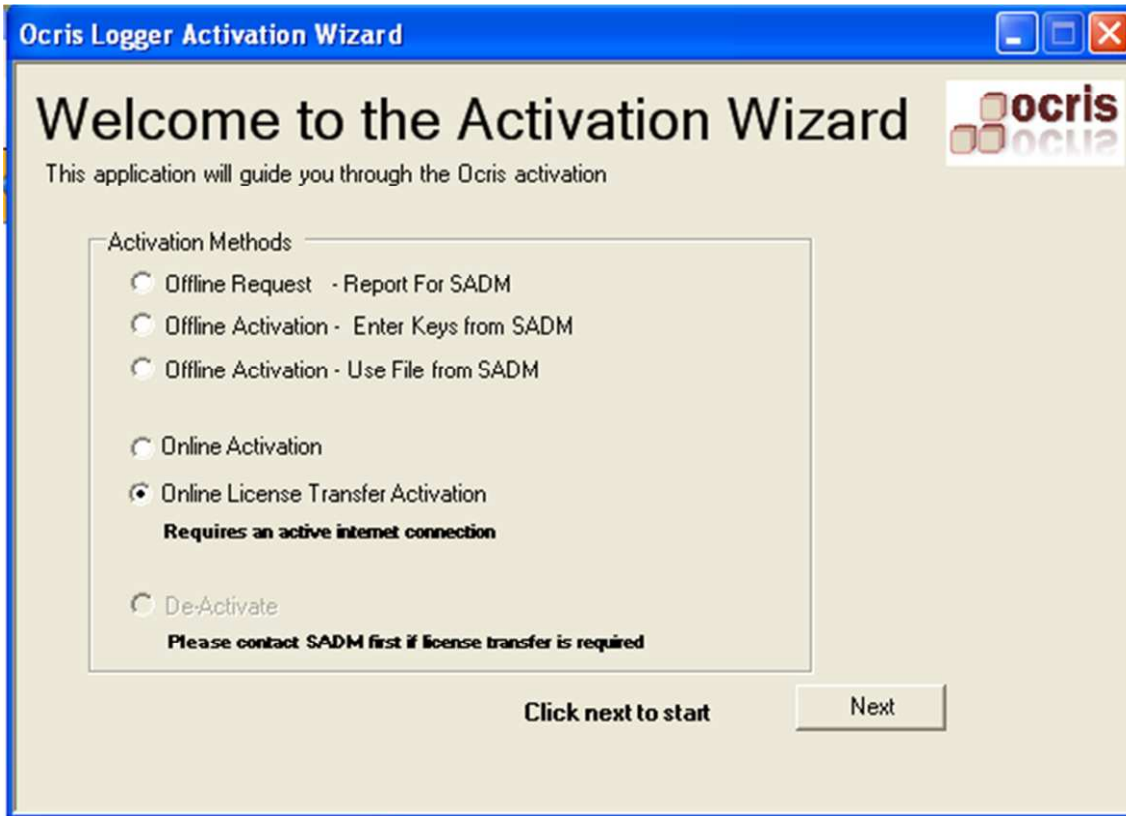
## RE-ACTIVATE THE LICENCE ON THE 'NEW' MACHINE

On the machine you wish to transfer the licence to, ensure you have an active internet connection and that the OCRIS software has been installed (a 'fresh' install will only give you a 'demo' Licence until the program has been activated).

Now use the previous licence details to activate OCRIS online.

Select **HELP > OCRIS ACTIVATION** from the OCRIS Menu Bar

This will display the following window:



Select  Online License Transfer Activation and click on the  button

This window will then appear:

Ocris Logger Activation Wizard

## Internet License Transfer Activation

Customer ID: YOURID

Customer PIN: XXXXXXXX

Transfer License: OCL0034

Hardware No: 6E65D3FD

Mac Address: 00:21:86:4F:B9:2D

Product Key: OCL-676A573B4


Unlock Key: 36453635444F434C2D36373641353733423434

License Status:

Click Activate Product to Complete Transfer

Activate Product

Enter your Customer ID and licence number that you noted when de-activating the old licence, together with your Client PIN\*\*.

Click on the  button and then a screen should be displayed with a message saying that OCRIS has been activated successfully.

\*\* **Customer PIN:** Each OCRIS client is given a unique PIN to enable product activation. Your administrator will normally be aware of your company's PIN details. If not, then details can be requested via telephone or email – or by using the **OCRIS HELP > CUSTOMER FEEDBACK** menu option to request details (this will send an email to Expedio support if your machine is connected to the internet).

If you encounter further problems, please contact Expedio using the contact details below, or by using the **OCRIS HELP > CUSTOMER FEEDBACK** menu option (this will send an email to Expedio support if your machine is connected to the internet).

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