

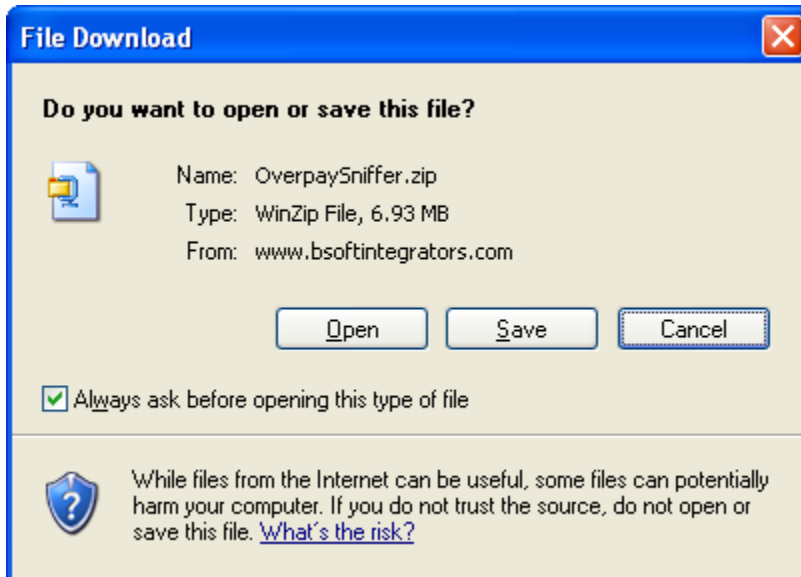
## Installing and Registering Products from BSoft Integrators

### **Overview**

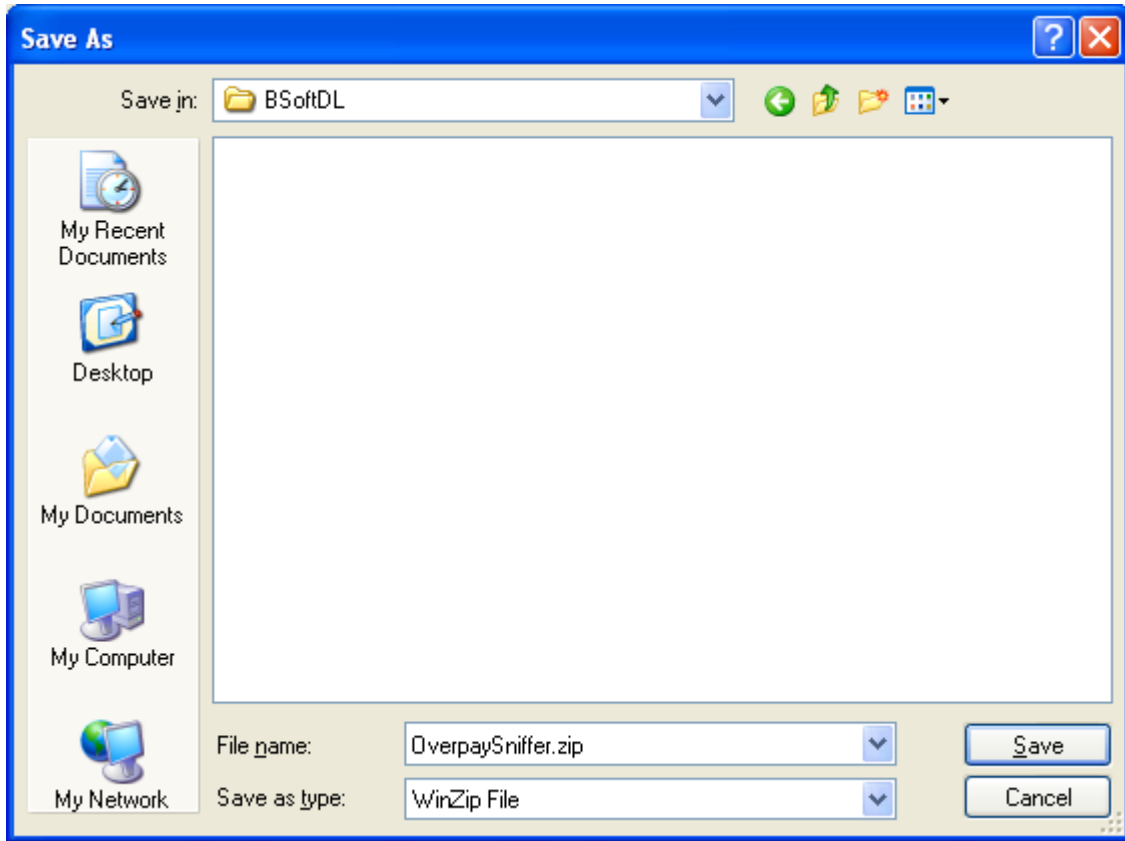
BSoft Integrators Products are distributed as compressed (zipped) installers via e-Mail or from the World Wide Web. Users should be familiar with downloading files from the Web, extracting compressed archives and running typical Windows Application installers. Every system is different, so the screen shots presented here may not exactly match what you see.

### **1 - Downloading**

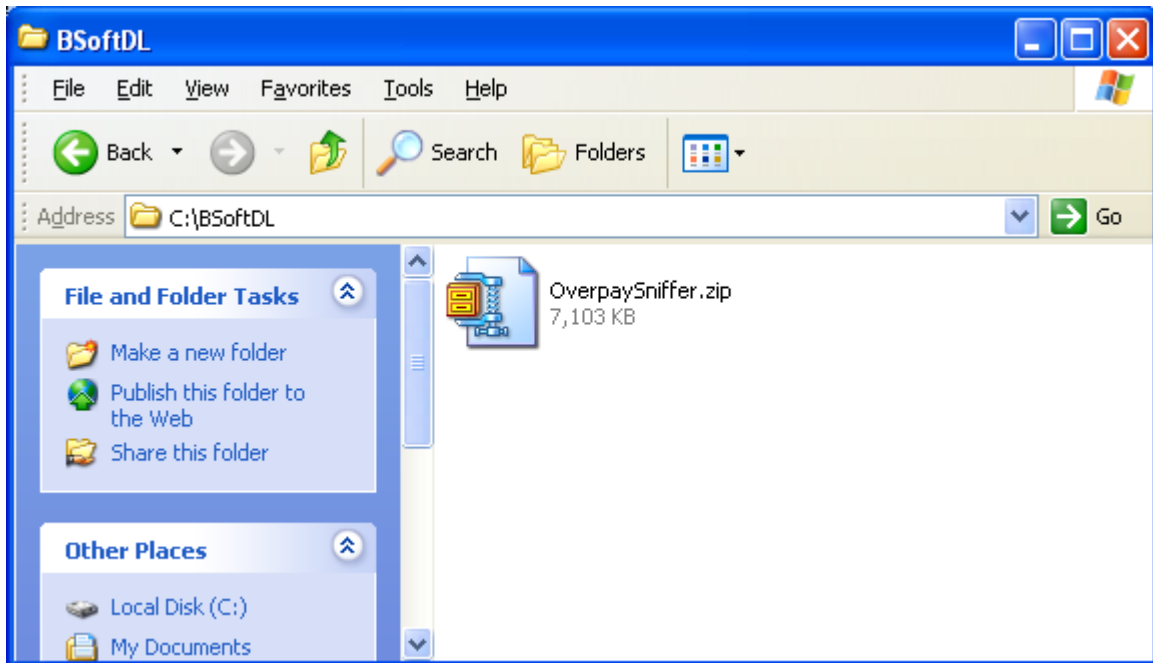
When you click on the link to the installer in your web browser or e-mail you'll most likely see a screen like this.



Choose Save.



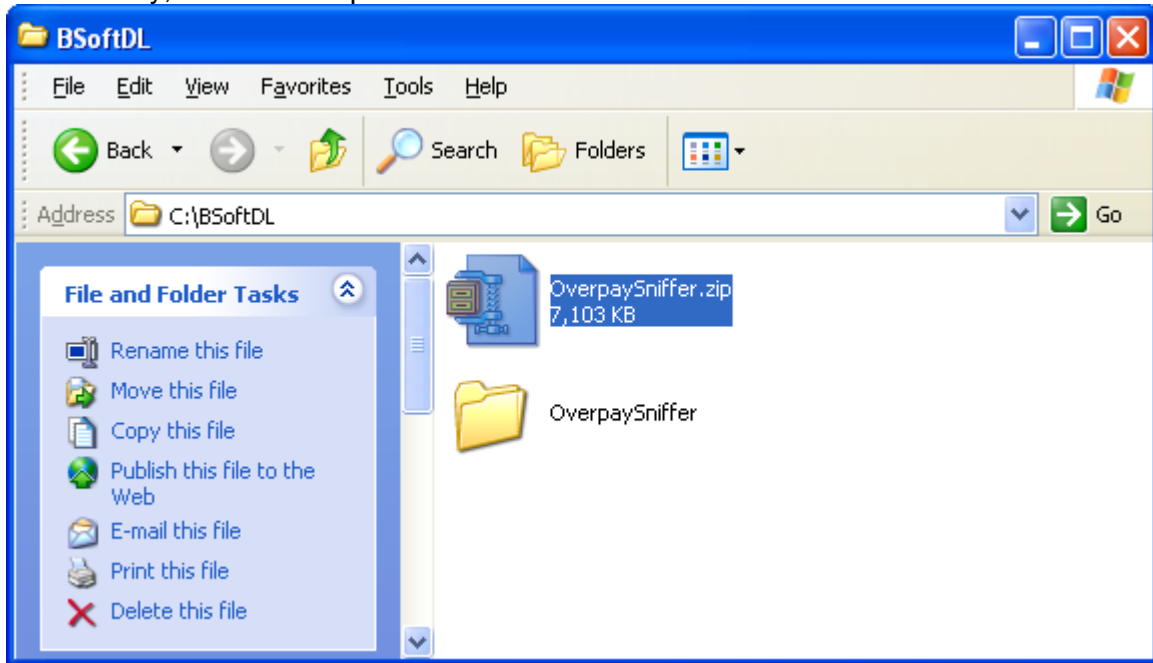
Navigate to an easy to remember location and save the zip file.



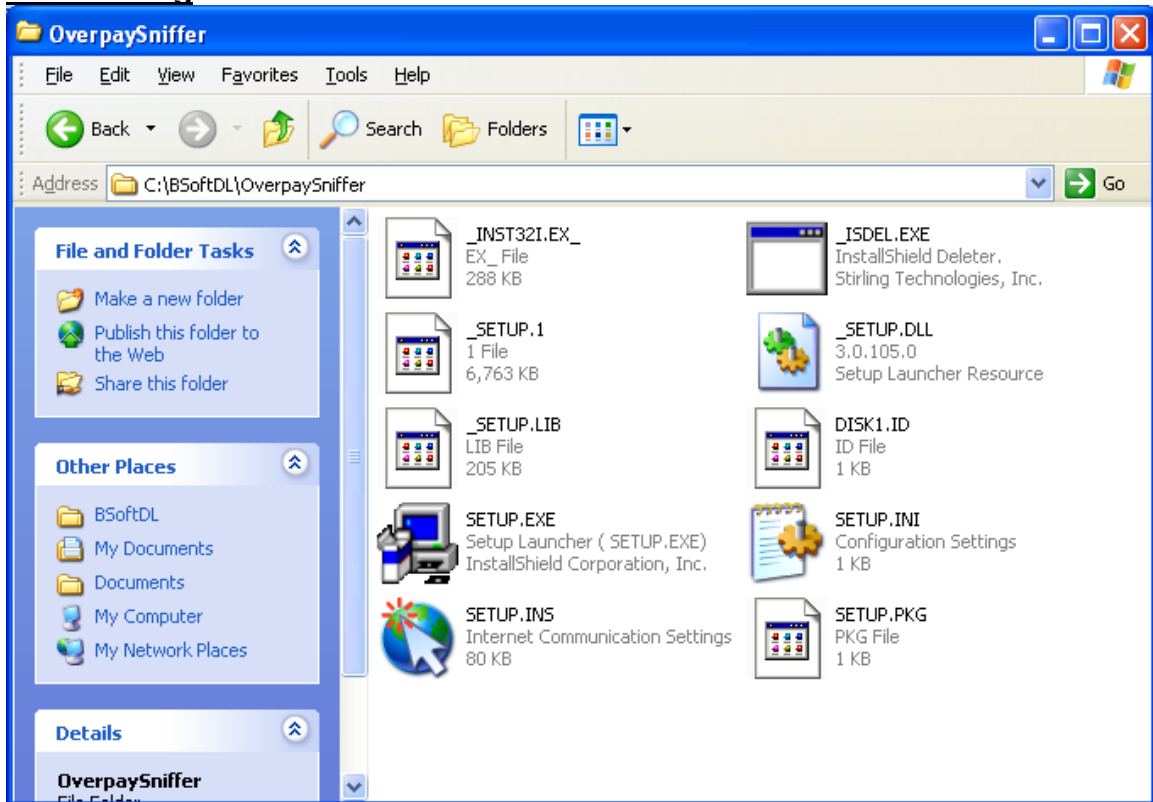
When the download is complete, the zip file will appear in the chosen directory.

## 2 - Extracting

If necessary, extract the Zip file.



## 3 - Installing



Run the "Setup.exe" file in the resulting folder. Follow the directions in the installer.

#### 4 - Registering

If this is your first product from BSoft Integrators, the first time you run it, you will be presented with a registration screen. You MUST register to use the product.

Register BSoft User

Main Company ID: BSOFTCORP BW Version: 6.0

Business Name\*

Contact First Name

Contact Last Name

Company Address

Company Address 2

City State Zip

E-Mail\*

Company Website

Phone\* Fax

BW Reseller Name\*

BW Reseller Phone

Referred By

\*Required  Add BSoft Integrators to My AP Vendors

Support Agreement Electronic Invoicing from BSoft

Require E-Mailed Invoice from BSoft Integrators

Require Paper Invoice from BSoft Integrators

Alert when Electronic Invoice is delivered and present posting option

Automatically Post Electronic Invoices from BSoft Integrators to AP

Are you already a BSoft Customer?  
Click Here  
Find Customer Info

Submit

Choose the ID of your primary Business Works company in the "Main Company ID" popup menu. You will be asked if you would like to Log into BW to retrieve your customer information. If you choose yes – Log into the company

Database Login - BSOFTCORP

Company: BSOFTCORP

Username: MANAGER

Password:

OK

Many of the fields in the registration screen will be populated.

Fill the remaining fields with the appropriate data.

Note the “Add BSoft Integrators to My AP Vendors” checkbox. Check this if you would like BSoft Integrators added as a Vendor to the AP Vendor list of the selected company. If chosen, you’ll be asked for the default distribution account when you click Submit.

You are also presented with an invoicing option. If your new product comes with a support agreement, the invoice for renewal can be e-mailed to you, mailed to you or automatically posted to AP by your BSoft Application. Choose the option that you would like.

Click Submit. Your user and product demo are now registered. If you have already purchased the product that you are installing, disregard the demo alert that you may get. The registration status of your product will be updated shortly.