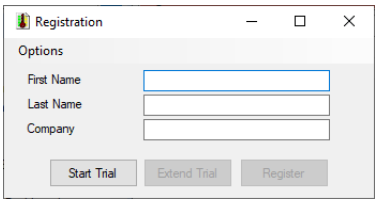
Product Registration

Register For Evaluation

After installing the product, in order to access components, it must be registered for evaluation. To do so, from the **Project Explorer**, on the right-side of the **Tools** tab click the **Register** button.



Fill out the information and click **Start Trial** to start the evaluation period. The evaluation license runs continuously for two hours and limits the number of data connections to a report template.

Extending Evaluation

After the evaluation period expires, it can be extended by returning to **Registration** and clicking **Extend Trial**. There is no limit to the number of times the evaluation period can be extended.

Register a Full License

Once the product is purchased it can be fully licensed.

License Activation Key

The first step in registration is to obtain a **License Activation Key**. To do so, from any machine with internet access, open the web browser and go to:

https://smartsights.com/xlreporter-licensing-new-software

Select **Register your XLReporter Software to obtain a License Activation Key**.

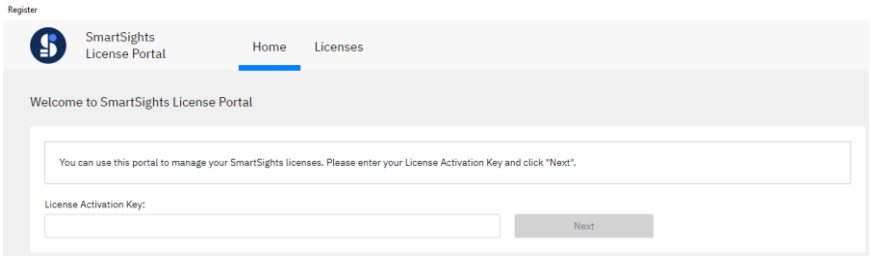
Fill out the information. A **License Activation Key** will be provided to you via email.

Online Registration

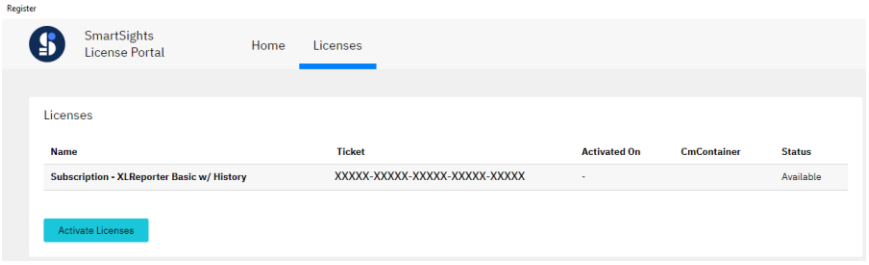
If the machine where the product is installed is online (e.g., has an internet connection), registration can be completed directly on the machine.

Open **Registration**. If the system is not currently registered for evaluation, either start or extend the trial to do so and reopen **Registration**.

Click **Register**. This opens the license portal.

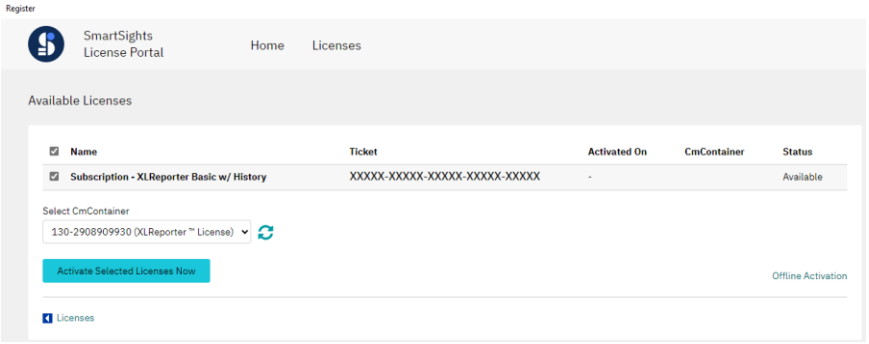


Enter the **License Activation Key** you have been provided and click **Next**.



A page displaying the **XLReporter** license will appear. Click **Activate Licenses**.

Make sure the **XLReporter** license is checked. Set the **CMContainer** to the one with *XLReporter ™ License* and click **Activate Selected Licenses Now**. Once activation is complete, close the window.



The **Project Explorer** should now indicate the product is registered. If the display does not update to a registered status within a minute or two, return to **Registration** and select **Options, Refresh**.

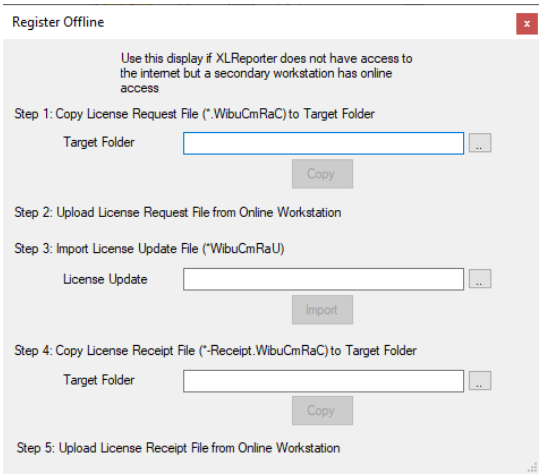
Please note that if there are any issues accessing the online license portal from the machine, select **Options, Register (offline)** and follow the **Offline Registration** instructions below.

Offline Registration

If the machine where the product is installed is not online (e.g., no internet connection) or cannot access the online license portal, use the following procedure:

Open **Registration**. If the system is not currently registered for evaluation, either start or extend the trial to do so and reopen **Registration**.

Click **Register** (or **Options, Register (offline)**).



Step 1: Copy License Request File to Target Folder

Plug in a removable device. Under **Step 1**, for **Target Folder**, click the browse pushbutton (…) and select the drive for the device.

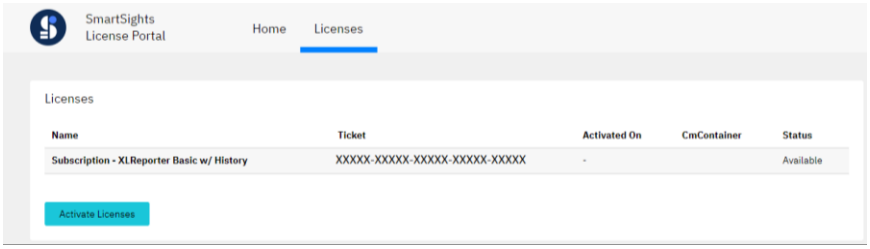
Click **Copy** to copy the *License Request File* to the device. A dialog shows you the name of the *License Request File*.

Step 2: Upload License Request File from Online Workstation

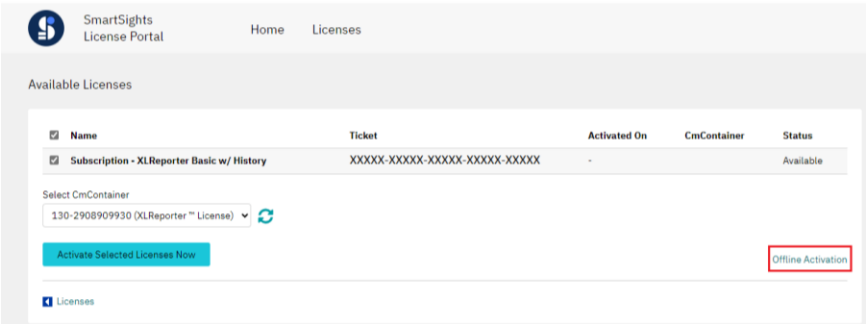
Remove the device and plug it into a machine with an internet connection. Open the web browser and go to:

http://lc.codemeter.com/69942/webdepot/index.php

Enter the **License Activation Key** you have been provided and click **Next**.



A page displaying the **XLReporter** license will appear. Click **Activate Licenses**. If on a machine with CodeMeter installed, click **Offline Activation**.



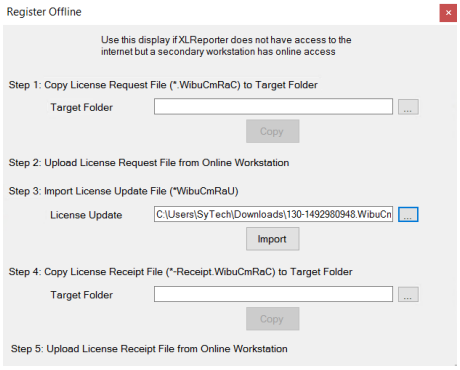
With the *XLReporter* license checked, under **Upload your license request file**, click **Choose File** and select the *License Request File* from the removable device. Click **Start Activation Now**.

Once completed, under **Download Update** click **Download License Update File Now**. Copy this file to a removable device. Click **Next**.

Step 3: Import License Update File Downloaded from Online Machine

Plug the removable device back into the machine to register. Reopen **Registration** and click **Register** (or **Options, Register (offline)**).

Under **Step 3**, for **License Update**, click the browse pushbutton (…) and select the *License Update File* downloaded in the previous step. Click **Import**.



Step 4: Copy License Receipt File to Target Folder

In order to complete licensing a receipt must be created and uploaded to the license portal. If this step is skipped, the license cannot be moved to another machine.

Plug in a removable device (if not already plugged in). Under **Step 4**, for **Target Folder**, click the browse pushbutton (…) and select the drive for the device.

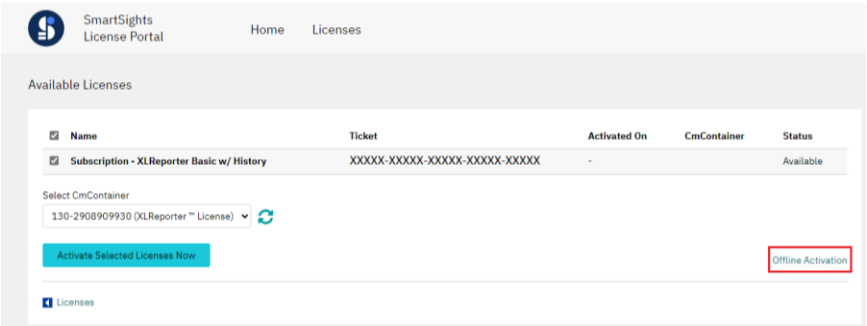
Click **Copy** to copy the *License Receipt File* to the device. A dialog shows you the name of the *License Receipt File*.

Step 5: Upload License Receipt File from Online Workstation

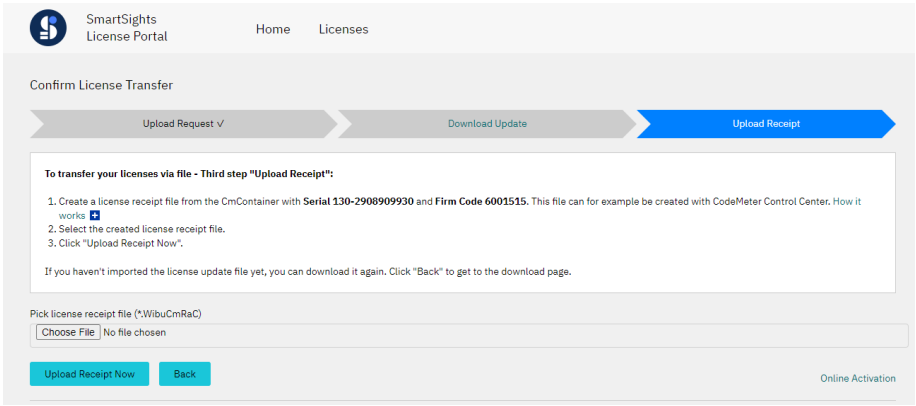
Remove the device and plug it into a machine with an internet connection. Open the web browser and go to:

http://lc.codemeter.com/69942/webdepot/index.php

Enter the **License Activation Key** you have been provided and click **Next**.



A page displaying the **XLReporter** license will appear. Click **Continue License Transfer**. If on a machine with CodeMeter installed, click **Offline Activation**.



Under **Upload your license receipt file**, click **Choose File** and select the *License Receipt File* from the removable device. Click **Upload Receipt Now**.

Back on the licensed machine, close the dialog. The **Project Explorer** should now indicate the product is registered. If the display does not update to a registered status within a minute or two, return to **Registration** and select **Options, Refresh**.

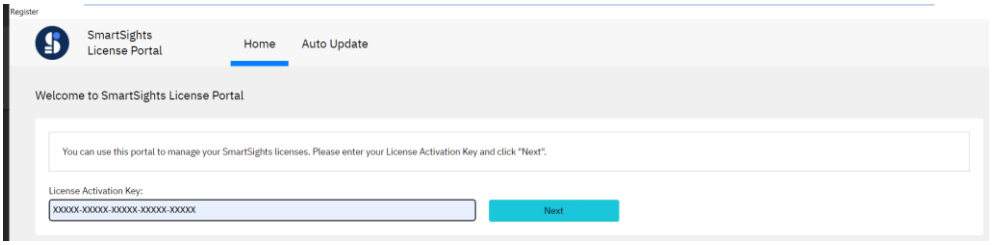
Move a License

To move a license, it must first be rehosted on the currently licensed machine. Once that is complete, follow the **Register a Full License** section above on the new machine.

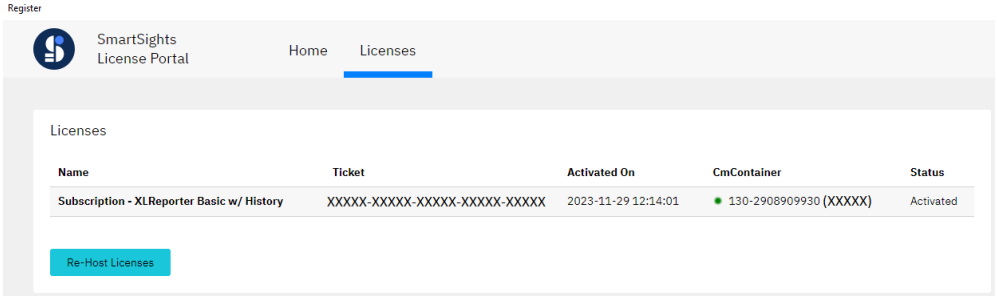
Online

If the machine where the product is installed is online (e.g., has an internet connection), rehosting can be completed directly on the machine.

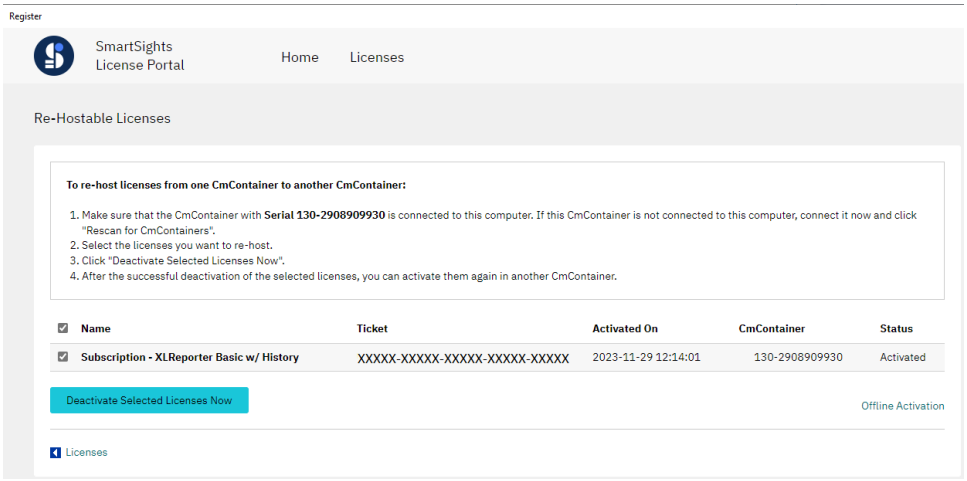
Open **Registration**. Select **Options, Move Registration**. This opens the license portal.



Enter the **License Activation Key** you have been provided and click **Next**.



A page displaying the **XLReporter** license will appear. Click **Re-Host Licenses**.



Make sure the **XLReporter** license is checked and click **Deactivate Selected Licenses Now**. Once deactivation is complete, close the window.

The **Project Explorer** should now indicate the product is no longer registered. If the display does not update to a registered status within a minute or two, return to **Registration** and select **Options, Refresh**.

Please note that if there are any issues accessing the license portal from the machine, select **Options, Move Registration (offline)** and follow the **Offline** instructions below.

Offline

If the machine where the product is installed is not online (e.g., no internet connection) or cannot access the online license portal, use the following procedure to rehost:

Note, before rehosting, if a receipt was never uploaded during the registration of the machine, that must be performed first. To know if that has been done, from a machine with an internet connection open a web browser and go to:

http://lc.codemeter.com/69942/webdepot/index.php

Enter the **License Activation Key** provided and click **Next**. If the **Status** of the license is *Not complete* then a receipt was never uploaded. Follow the instructions for **Step 3** in the **Offline Registration** section above before continuing.

To rehost offline, from the **Project Explorer**, open **Registration**. Select **Options, Move Registration (offline).**

Step 1: Copy Rehost Request File to Target Folder

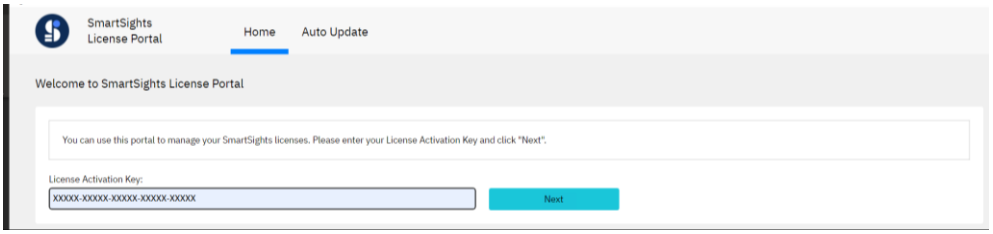
Plug in a removable device. Under **Step 1**, for **Target Folder**, click the browse pushbutton (…) and select the drive for the device.

Click **Copy** to copy the *Rehost Request File* to the device. A dialog shows you the name of the *Rehost Request File*.

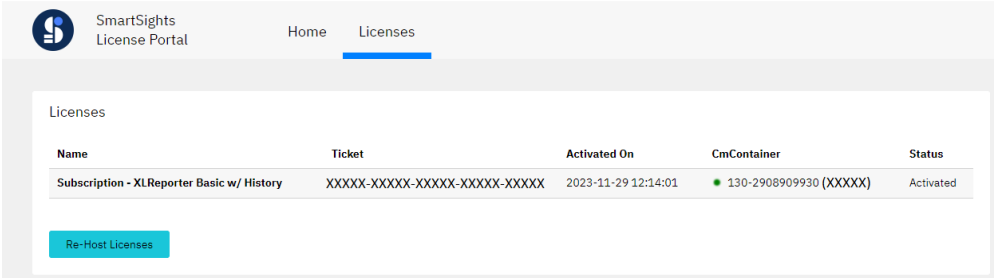
Step 2: Upload Rehost Request File from Online Workstation

Remove the device and plug it into a machine with an internet connection. Open the web browser and go to:

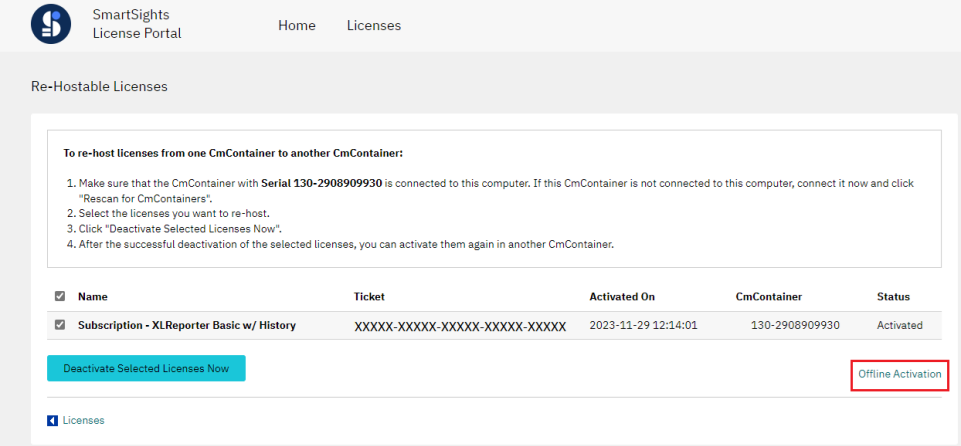
http://lc.codemeter.com/69942/webdepot/index.php



Enter the **License Activation Key** you have been provided and click **Next**.



A page displaying the **XLReporter** license will appear. Click **Re-Host Licenses**. If on a machine with CodeMeter installed, click **Offline Activation**.



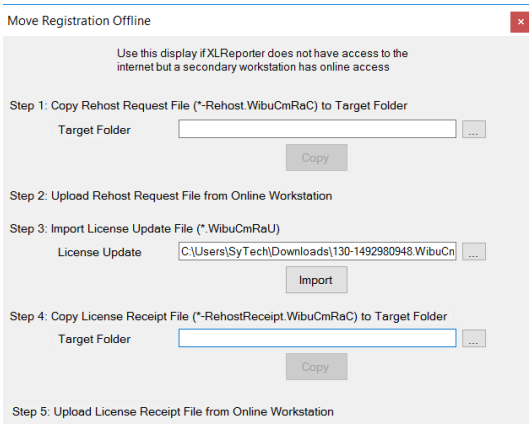
With the *XLReporter* license checked, under **Upload your license request file**, click **Choose File** and select the *Rehost Request File* from the removable device. Click **Upload Request and Continue Now**.

Once completed, under **Download Update** click **Download License Update File Now**. Copy this file to a removable device.

Step 3: Import License Update File Downloaded from Online Machine

Plug the removable device back into the machine to register. Reopen **Registration** and select **Options, Move Registration** (or **Options, Move Registration (offline)**).

Under **Step 3**, for **License Update**, click the browse pushbutton (…) and select the **License Update File** downloaded in the previous step. Click **Import**.



Step 4: Copy License Receipt File to Target Folder

In order to complete license rehosting, a receipt must be created and uploaded to the license portal. If this step is skipped, the license cannot be moved to another machine.

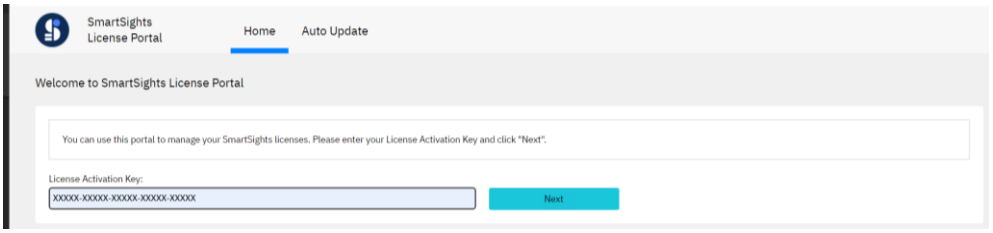
Plug in a removable device (if not already plugged in). Under **Step 4**, for **Target Folder**, click the browse pushbutton (…) and select the drive for the that device.

Click **Copy** to copy the *License Receipt File* to the device. A dialog shows you the name of the *License Receipt File*.

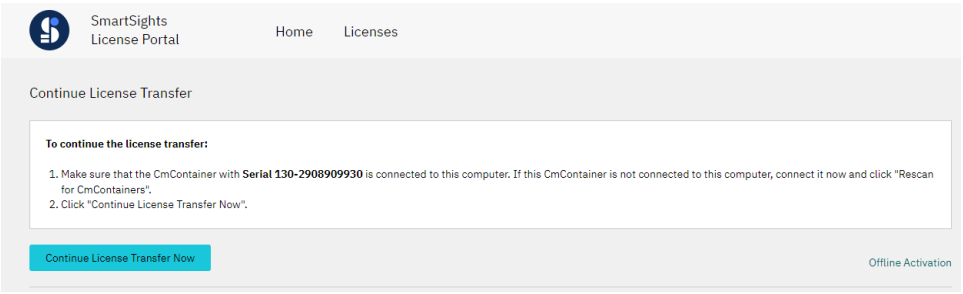
Step 5: Upload License Receipt File from Online Workstation

Remove the device and plug it into a machine with an internet connection. Open the web browser and go to:

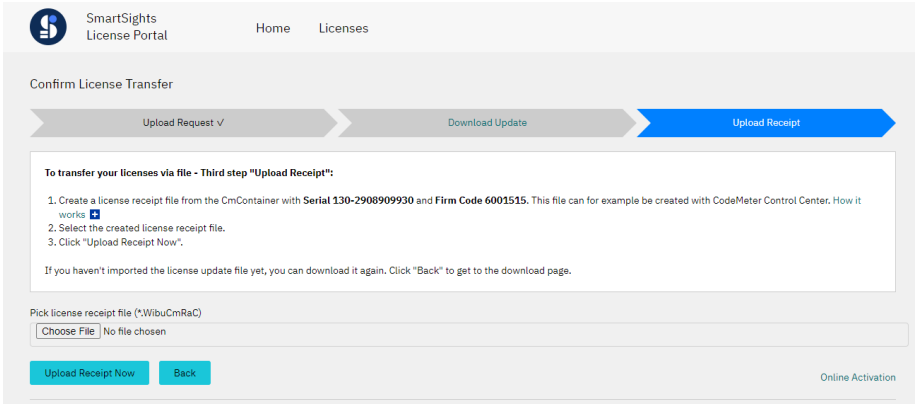
http://lc.codemeter.com/69942/webdepot/index.php



Enter the **License Activation Key** you have been provided and click **Next**.



A page displaying the **XLReporter** license will appear. Click **Continue License Transfer**. If on a machine with CodeMeter installed, click **Offline Activation**.



Under **Upload your license receipt file**, click **Choose File** and select the *License Receipt File* from the removable device. Click **Upload Receipt Now**.

Back on the licensed machine, close the dialog. The **Project Explorer** should now indicate the product is no longer registered. If the display does not update to a non-registered status within a minute or two, return to **Registration** and select **Options, Refresh**.

License Recovery

There are two typical scenarios where a license needs to be recovered:

- Something on the system changes and the license becomes invalid
- The machine where the license is running fails and cannot be started back up again

Resetting an Invalid License

If the machine has been licensed and suddenly the license status indicates an error, use the following steps to reset the license:

Before proceeding, please record the current serial number as displayed in the **XLReporter Project Explorer**.

- **Verify the license is invalid**
  To verify the license is invalid, open the **CodeMeter Control Center** (**Start** menu, **CodeMeter** folder).

  On the left, select the **XLReporter** license container. Check the **Status** in the lower right. This should indicate if the license is active or not. If this indicates an error, perform the reset in the next step.
- **Reset the license from Registration**
  Open Registration from the **XLReporter Project Explorer**. Select **Options, Reset Registration**. Acknowledge the warning and proceed to reset. This should clear the current license.

  This can be verified by returning to the **CodeMeter Control Center**, selecting the **XLReporter** license container and seeing the **Status** as *empty container*.

Requesting a New License

To request a new license, from a machine with an internet connection, open the web browser and go to:

https://smartsights.com/xlreporter-license

Select the **Recover a License** option, fill out the form and submit the request. The request will then be processed and you will receive a new License Activation Code to license the software with.

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