



# License Activation Instructions

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## User Manual

Last Updated: 04/19/2018

This document will provide users with instructions on how to use activate QiPoint's SharePoint Essentials Toolkit Suite™.

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## **Introduction**

This document is used to help the end user with online and offline license activation of the SharePoint Essentials Toolkit.

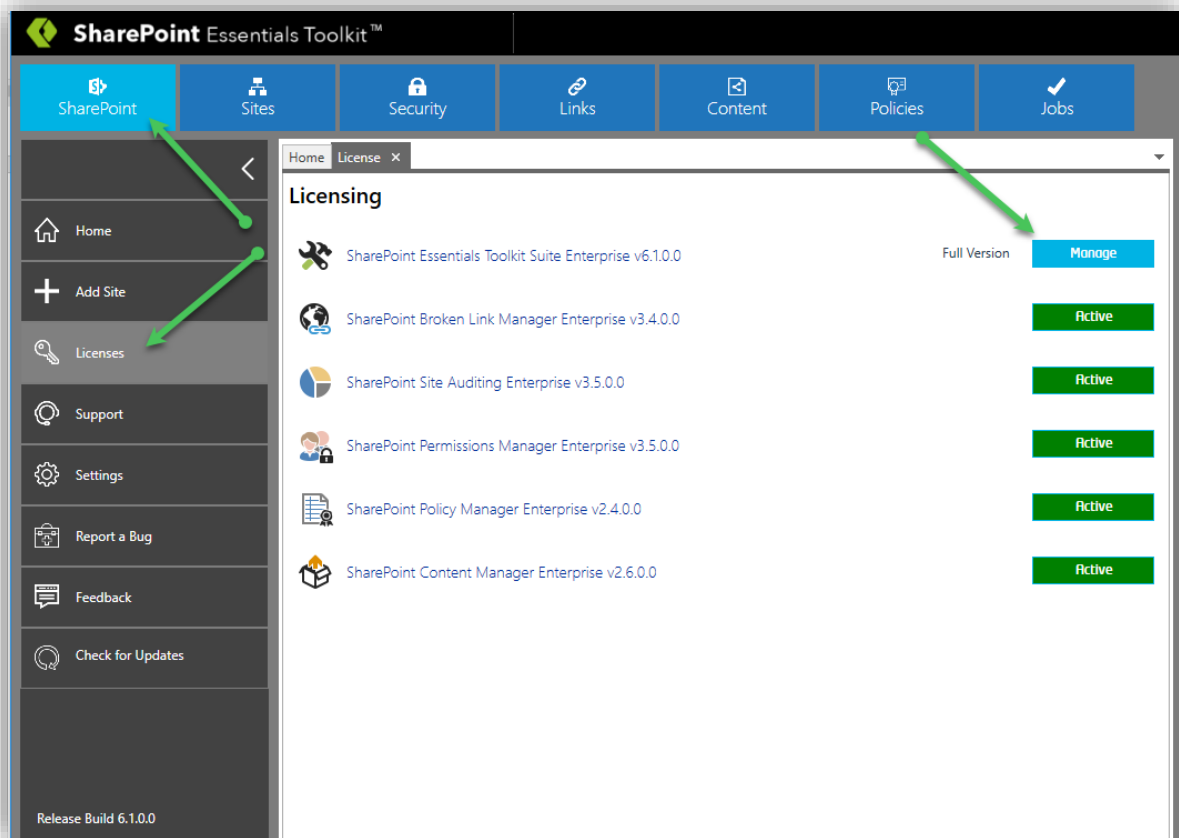
## License Activation Instructions

1. If you have not done so already, please download and install the latest version, using the link below.

Latest release build:

[Download SharePoint Essentials Toolkit](#)

2. Install the latest release build.
3. Once the program is installed, start the “SharePoint Essentials Toolkit” application.
4. Click “SharePoint” in the top navigation bar, and then click “Licenses” in the left navigation section.
5. Click the “Manage” button beside the component you want to activate (such as ‘SharePoint Broken Link Manager’ or, if you purchased the entire ‘SharePoint Essentials Toolkit Suite’).



6. Proceed to the next step [7] for ONLINE Activation or skip to step [9] for OFFLINE Activation (no internet connection).

## ONLINE Activation

7. Paste the License Activation Key you were provided into the 'License Key' textbox field:



Client Key:

Register to User (Email):

License Key:

Computer ID:

Build: 6.1.0.0

[Purchase a license key](#)

Update Close

8. Click the 'Apply' or 'Update' button.

## Online Activation & Using a Proxy Server

If you are using a Proxy Server to access the internet, a change is required in the program to allow it to activate online.

Go to 'Home -> Settings', and then select 'Proxy Settings -> Use Proxy for License Activation'. Enter the Proxy Server information, leave the 'Proxy Username' and 'Proxy Password' fields blank if an anonymous authentication is used for the Proxy.



Proxy Settings

Use Proxy for SharePoint Connection: ☐

Use Proxy for License Activation: ☐

Proxy Server:

Proxy Port:

Proxy Username:

Proxy Password:

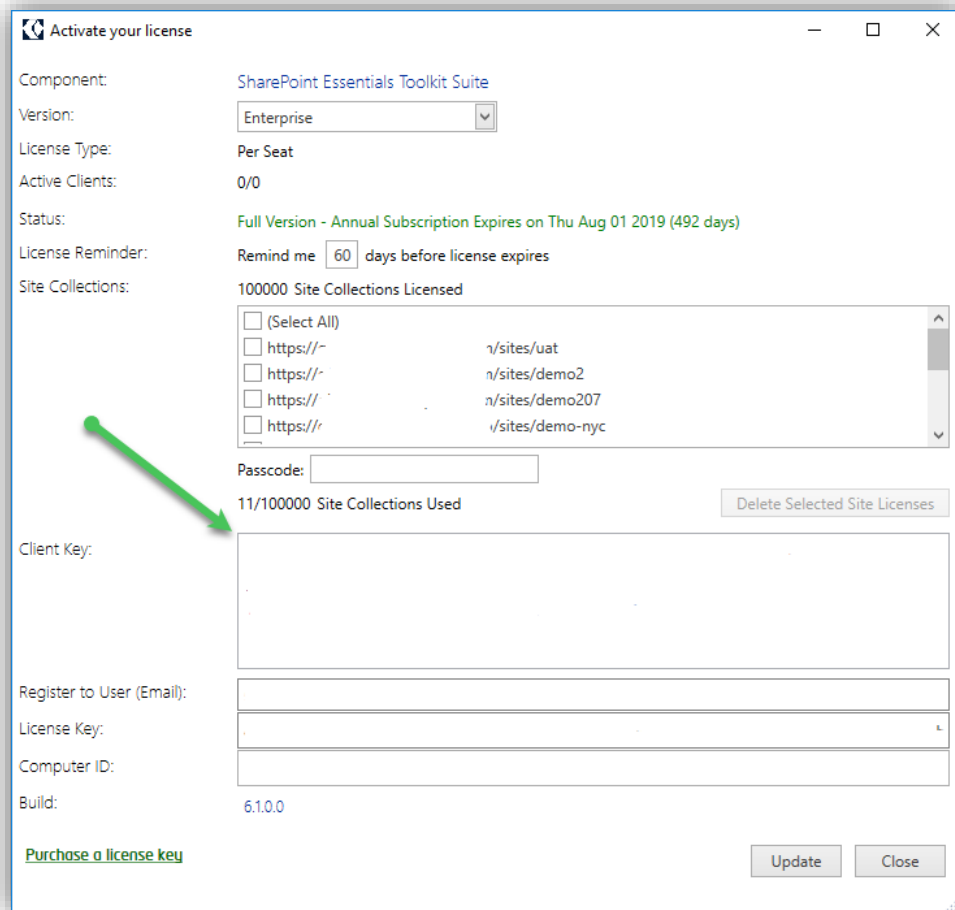
## Blocked by Firewall: Port 80 (Http)

1. Online activation is transmitted through port 80/http. If you are expecting incoming connections on this port and feel that the firewall may be blocking the port or, if you have an active block (for example, incoming connections are being dropped by your firewall), and

feel that the firewall may be blocking them, proceed to step [9] for OFFLINE Activation (no internet connection).

## OFFLINE Activation (no internet connection)

2. Copy the “Client Key”, and then paste it into an e-mail.
3. Send the email with the following details:
  - a. Client Key
  - b. User’s Email Address (being licensed) to [license@qipoint.com](mailto:license@qipoint.com)



**Activate your license**

Component: SharePoint Essentials Toolkit Suite

Version: Enterprise

License Type: Per Seat

Active Clients: 0/0

Status: Full Version - Annual Subscription Expires on Thu Aug 01 2019 (492 days)

License Reminder: Remind me 60 days before license expires

Site Collections: 100000 Site Collections Licensed

Site Collections	
<input type="checkbox"/> (Select All)	
<input type="checkbox"/> https://-	n/sites/uat
<input type="checkbox"/> https://-	n/sites/demo2
<input type="checkbox"/> https://-	n/sites/demo207
<input type="checkbox"/> https://-	n/sites/demo-nyc

Passcode:

11/100000 Site Collections Used Delete Selected Site Licenses

Client Key:

Register to User (Email):

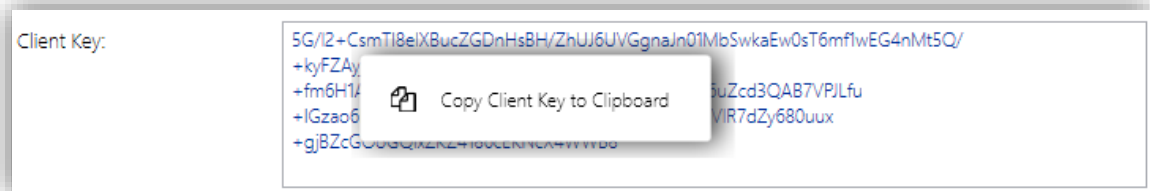
License Key:

Computer ID:

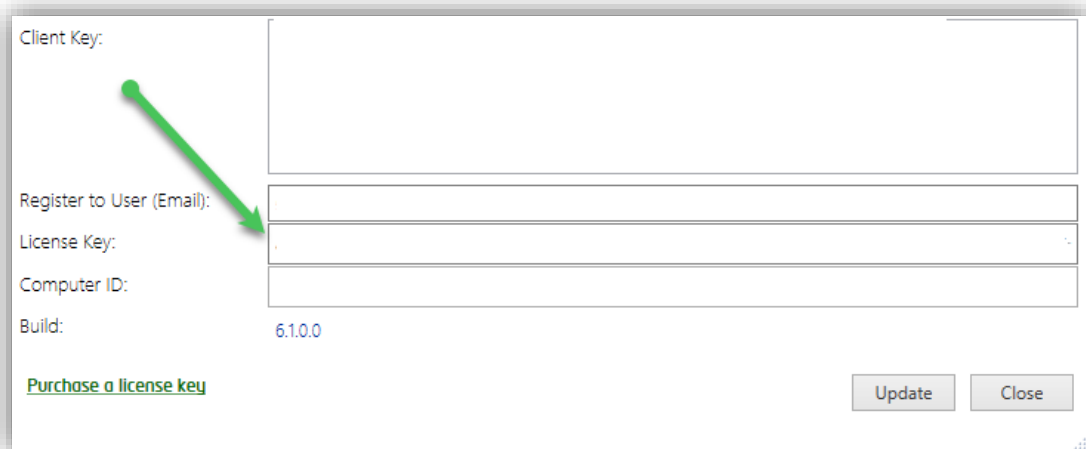
Build: 6.1.0.0

[Purchase a license key](#) Update Close

**TIP: You can right-click and ‘Copy Client Key to Clipboard’.**



4. Once we receive the “Client Key,” we will forward you the “License Key” within 12hrs.





## Technical Support

If you need technical assistance, no need to worry! We offer several ways to get in touch with our support team.

**Email:** [support@qipoint.com](mailto:support@qipoint.com)

**Phone:** 917-633-5998 opt. 1

**Online Support Ticket System:** <http://support.qipoint.com>

We are here to help! 😊