

# REGISTER Help Contents

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## Main Register Dialog

This is the first dialog you see when you start your registration process. Please type your name or the name of your organization in **Register To:** field. If possible, provide your Internet e-mail address. The **Postal Address** is also important in case we could not reach you by e-mail. If you provide an e-mail address, you will be always notified electronically when your payment has been processed, no matter if you requested a paper receipt or not.

Select the software you intend to register with appropriate licenses. You may type a number of single user licenses you need, or select a site license or a world-wide license from the drop down list. **Site licenses** cover a single organization for an area of up to 100 miles (160 km) in radius. **A world-wide license** covers everyone in a single organization. Please observe and verify the total of your payment as you select licenses.

When done with the products, select the payment method in **Payment Details** frame and provide all necessary data, e.g. your name exactly as it is printed on your credit card, the credit card number and expiration date, etc.

When done, click the **Next >>** button. At that moment some of the data you entered will be verified, and if any errors are found you'll have an option to correct them. You have always an option to return to earlier stages if you need to verify or correct anything.

You may use the **Open...** button if you previously saved your registration in binary format from the Register Output Dialog in order to print or fax it later.

## Register Output Dialog

This is the last step of the registration process. If you intend to pay with a credit card or First Virtual account, you may send it to us over the e-mail. Please click the **Email now** radio-button and the **OK** button to transfer the registration text to Windows Clipboard. Next paste the registration text into an e-mail message and send it according to the instructions in the body of this message. If your e-mail system is currently not available or you must e-mail it from another machine, you can also save the registration text to a file in text format.

You may also check the "Use MAPI enabled mailer" box, if you use e-mail software conforming to MAPI standard (such as MS Exchange, Eudora Pro or other). If MAPI is enabled, your registration message will pop-up in your e-mail software. Just click the SEND button (or equivalent) and it'll be on its way.

If you are paying with a check, an invoice or cash, you must print the registration form from this Register Output dialog. Please click the **PRINT** radio-button and then the **OK** button. The form you will print will contain bar codes, which make it easier to process. Please send this form together with your payment. Credit card or First Virtual payments may also be printed and mailed with postal service, or they can be faxed.

If you need to save your register form in order to print or fax it later, please use the **SAVE as a binary file** radio-button. You will be prompted for a file name, the default extension of which is .RGS. If you need to take this file to another machine for printing or faxing, copy it together with this REGISTER program (REGISTER.EXE). Then start REGISTER on another machine and use **Open** button in the Main Register Dialog to load it in. Please delete the .RGS files as soon as you no longer need them, since they may contain sensitive information like your credit card number and expiration date. This sensitive information is encrypted when you print or e-mail your registration for better security.

## **About REGISTER**

REGISTER for Windows is a small program to assist in processing shareware registration fees with credit cards and other methods. It automates placing an order and collecting payment details from the user as well as verifies them. The output is sent via e-mail or is printed with barcodes and then sent to the shareware order processing service. In both instances, the credit card holder's number is encrypted for enhanced security.

