

# Registering with Kagi

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How to pay for MiniCalendar

## Kagi Shareware

Shareware registrations for MiniCalendar are handled by Kagi Shareware. Kagi is a small company run by Kee Nethery that processes shareware registrations for shareware authors. Kagi is NOT a software publisher and they do not provide technical support for MiniCalendar or any of the other programs they handle. For technical support contact the authors of the individual programs.

## The “Register” Application

Your copy of MiniCalendar should come with a small application called “Register”, which you use to create a customized registration form to send to Kagi Shareware. If you do not have the “Register” application, you should download a fresh copy of the whole MiniCalendar package. The “Register” application is also available on its own from my web site [<http://www.idir.net/~catara>](http://www.idir.net/~catara). It is vital that you use the registration form since payments sent without the appropriate form can be delayed or lost.

When you launch the “Register” application, it puts up a window asking for all the necessary information. Type your name, postal address, and e-mail address in the corresponding boxes at the top of the window. So that we can contact you, you must provide either a postal or e-mail address (please note that we do not reply by FAX). If you do not have an e-mail address, you must check the “Postcard Receipt” box (which automatically adds \$1 to your charge) at the bottom right of the window. Otherwise, you will not receive any reply to your registration. Then, fill in the payment details at the bottom left of the window. Choose your method of payment from the popup and complete the relevant information (credit card number, type of currency, etc.) below.

Next, indicate the programs you want to register in the middle of the window. Type the number of copies you want to register into the “Single User” box. In most cases you should just type “1”. Do not type the shareware fee into this box since the “Register” application computes the fee for you. The “Site” and “World-Wide” check boxes are intended for companies or organizations that want a license to use the shareware on all their machines. If you feel that the shareware program is worth more than the registration fee, you can add an optional bonus in the “Bonus US\$” box. Please note that the “Register” application may list more than three programs, and you can use the scroll bar at the right of the window to see the others.

Once you have filled in all this required information, the “Register” application displays the total amount due at the bottom right of the window. You then need to create a registration form by

clicking one of the following three buttons:

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Print... prints a hard copy of the registration form, which you can then mail to Kagi Shareware.

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Copy...

puts a copy of the registration form on your clipboard for you to paste into an e-mail message to send to Kagi Shareware. This method works only with credit cards since it is not yet possible to e-mail cash or checks.

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Save...

saves a copy of the registration form to your hard disk as a SimpleText document for you to print out or e-mail later.

The Kagi Shareware e-mail and snail-mail addresses are given on the registration form.

## Common Mistakes

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If you do not provide an e-mail address, you must give a snail-mail address and check the “Postcard Receipt” box (this automatically adds \$1 to the charge). If you do not, you will not receive any confirmation from Kagi.

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You must send the the registration form to Kagi Shareware and not to the shareware author. Kagi's e-mail and snail-mail addresses are given on the registration form itself, under the words “Send this form to:”. In particular, do not send the form to the author's snail-mail addresses. (There is a reason why I do not include these snail-mail addresses in the MiniCalendar documentation, and it is not to force you to search through my older versions and other shareware programs...)

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Make sure you type your e-mail address correctly. If your e-mail address is wrong, you will not receive Kagi's confirmation message.

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Make sure you are registering the right program. If you register the wrong program, the payment will not be processed correctly. The program you are registering is given on the “Program:” line of the resulting registration form, so you should double check that this line indicates the correct program.

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Do not e-mail Kagi the “Register” application or send a screen shot of the “Register” window.

You use the “Register” application to create a registration form (which consists of some text and possibly bar codes if you are using the printed version), and you then send that form to Kagi Shareware.

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Do not type the shareware fee into the “Single User” box. This box is for the number of copies you want to register, and in most cases you should just type “1”. The “Register” application automatically computes the total cost for you. Also, do not try to put an “x” in the “Single User” box; it only takes numbers.

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Do not check the “Site” or “World-Wide” boxes if you only want to register a single copy. These boxes are for companies or organizations that want a license to use the shareware on all their machines. If you mistakenly check one of these boxes, you will be charged significantly more than for a single copy.

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Do not give a FAX number as the only means of contacting you. We do not reply by FAX, so we need either an e-mail or snail-mail address. In particular, if you have a FAX number but no e-mail address, you still need to check the “Postcard Receipt” box.

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The “Register” program is not an order form. All of the programs listed there are shareware, and it is assumed that you already have a copy of the programs you register. Neither Kagi Shareware nor the shareware authors will send you copies of these programs. You can download these programs yourself from any of the online services or internet Mac shareware archives. You can also get them from my web site <<http://www.idir.net/~catara>>.