

ORDERING & REGISTRATION

Introduction

Download the most recent version of KeyStrokes at <http://www.niemconsult.com/KShome.html>. After a 15 day trial period you should either discard KeyStrokes or order it. Note that if your order KeyStrokes 2 today you will receive all future upgrades to KeyStrokes 2 for free (e.g., KeyStrokes 2.1, 2.2, 2.3, ...).

You can order KeyStrokes through Kagi's order processing services. There are several ways to place your order. The easiest way is online, but you can also place orders by email, by fax, by telephone and by postal mail (each method is discussed in detail below). Payments are usually made by credit card, by US check drawn on a US bank or by sending cash (in many different currencies). If, for some reason, you want to pay in a different way see "Purchasing through alternative methods" below.

Pricing for KeyStrokes 2

Standard pricing

Single user copy	US\$ 45
2 to 4 copies	US\$ 36 each
5 to 9 copies	US\$ 32 each
10 or more copies	US\$ 29 each
Site license	US\$ 625

Educational pricing

(only available to educational and academic organizations such as schools and universities)

Single user copy	US\$ 45
2 to 4 copies	US\$ 34 each
5 to 9 copies	US\$ 29 each
10 or more copies	US\$ 27 each
Site license	US\$ 575

N.B. A site license covers all locations of your organization within a single city or town or, in rural areas, within a radius of 65 miles (100 km) from your main site. One big advantage of a Site License is that you do not need to keep track of how many people at your site are using the software.

Purchasing online

By far the easiest and quickest way to purchase KeyStrokes is by purchasing online. You can place your order through Kagi's online order processing services: <http://order.kagi.com/?15T>. Select the number of copies you want and enter any comments and click on the "Continue" button to go to a Secure SSL server where you can enter your address and payment details (a non-secure version is also available if your browsers does not support SSL). Payments can be made with all major credit cards including VISA, MasterCard and American Express. You can also indicate that you will send a check or cash.

Do not forget to provide a correct e-mail and mail address when you place your order. This is necessary to receive your license promptly. Niemeijer Consult will not pass your details on to any third party. We cannot take orders without a proper e-mail address because we need to e-mail you your license information.

Purchasing via email

Use the "Register KeyStrokes 2" program which came with KeyStrokes to select the number of copies you want and enter your address information. The program also allows you to enter payment information in a secure way. Click Copy when you are done to copy the message text, then paste it into a new message in your email program. Send to the email address indicated in the message text.

Please do not fax or email payment forms that indicate Cash, Check or Invoice as the payment

method, use postal mail instead (see below).

Purchasing via fax

Use the "Register KeyStrokes 2" program which came with KeyStrokes to select the number of copies you want and enter your address information. The program also allows you to enter payment information in a secure way. Click Print when you are done to print the fax message. Fax it to the number indicated in the message text.

Please do not fax or email payment forms that indicate Cash, Check or Invoice as the payment method, use postal mail instead (see below).

Purchasing by phone

You can call the Kagi credit-card ordering hotline on (USA) 510 601-5244, from 9 am to 5 pm California on weekdays. You must state clearly which product, and how many licenses, you wish to purchase. Please note that telephone orders carry a US\$5 surcharge.

Purchasing via postal mail

Use the "Register KeyStrokes 2" program which came with KeyStrokes to select the number of copies you want and enter your address information. The program also allows you to enter payment information in a secure way. Click Print when you are done to print the form. Send it (with payment) to the address indicated in the message text. Note that payments sent via postal mail take time to reach Kagi and then up to 10 days for processing.

If you have selected invoice as the payment method you should print 3 copies of the form and send it to your accounts payable people. You might want to highlight the line that mentions that they must include a copy of the form with their payment. Kagi cannot invoice your company, you need to act on my behalf and generate the invoice and handle all the paperwork at your end.

Purchasing through alternative methods

Normally you should use one of the above methods to pay for KeyStrokes 2, because they are safe and convenient. If, for some reason, you want to pay in a different way you should write to keystrokes@niemconsult.com (if you do not have access to e-mail you can also send a fax or letter to our Amsterdam office). Please realize though that alternative payment methods may be more expensive, that we may need to charge administrative and shipping costs, and that depending on your location we may need to charge VAT.

After your order has been processed

After your order has been processed you will receive an activation code that is valid for 3 weeks. During this period a permanent license code file is prepared, which you will receive by e-mail. Registered users will be kept informed of updates by e-mail.

To activate KeyStrokes please paste or type your activation code in the activation code field of the Registration dialog of the KeyStrokes application (choose Registration... from the File menu). Enter your name in the name field of that same dialog. Press the Activate button to complete activation.

Once you receive your permanent license code file you simply double click on it and the registration will be completed.

In case of problems do not hesitate to e-mail support@niemconsult.com.