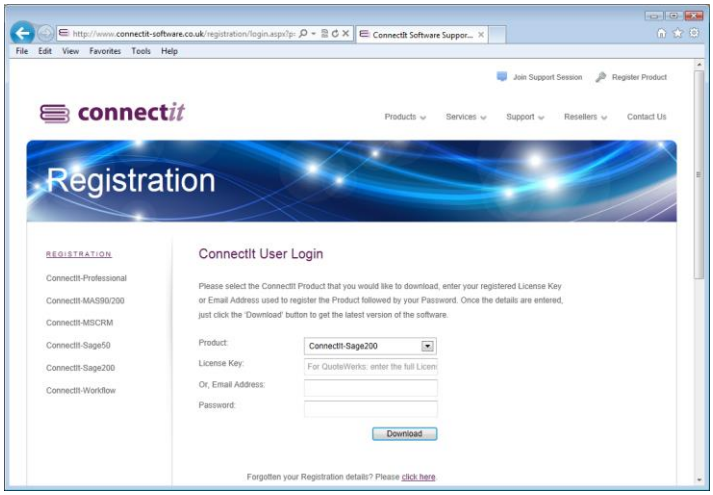
Step-by-Step Guide to Upgrading

1. In an internet browser, go to http://www.connectit-software.co.uk/registration/login.aspx?p=CITSAGE200
2. Enter your **QuoteWerks** license key (or the email address used to register initially) and your password.
3. Click download.

Note: if you don't know the password, then you can use the "click here" option to be emailed your registration details.



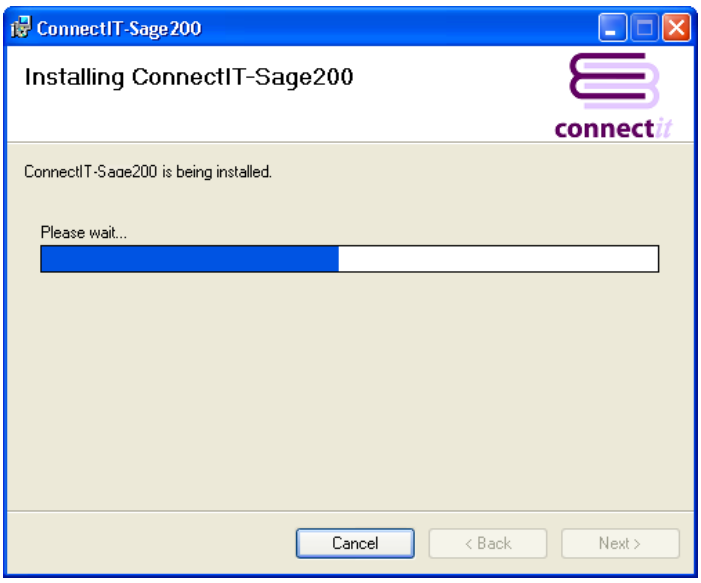
4. The **ConnectIt Install** download will start; save the file to your hard drive or a convenient place on your network.



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5. Once the download is complete, extract the files and run the **setup.exe**.

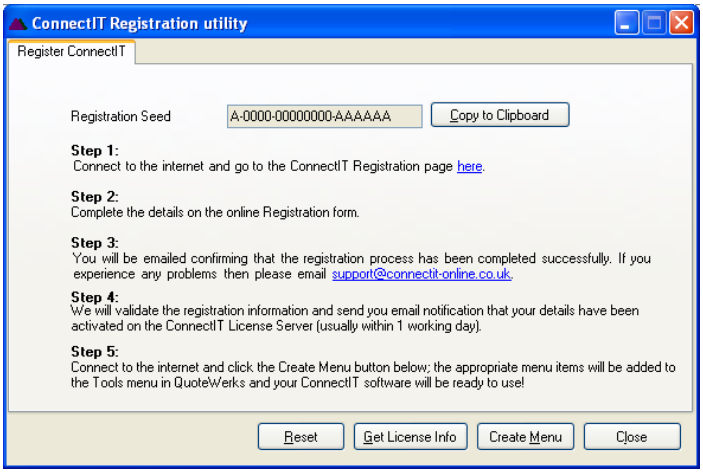
For more information on installing ConnectIt-Sage200 please refer to the Step-by-Step Guide to Installation.



6. On successful upgrade, users may receive a message that a valid license could not be found. If this message appears, then open the **ConnectIt Registration** utility and click the **Get License Info** button to get the most up to date registration information for your purchase.

7. If new utilities are available in your new version of **ConnectIt-Sage200**, then open the **ConnectIt Registration** utility and click the **Create Menu** button. Any new menu options will be available the next time you start **QuoteWerks**.

Note: these final steps only need to be performed once for each QuoteWerks installation on your server and/or remote users.



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