



# Installing a Standalone License without Internet Access

This document outlines the procedure for installing your standalone license using the License Manager if you do not have Internet access. Using the License Wizard to install a license will also require steps 7 to 10 to be followed.

If you *do* have Internet access, please refer to the ***standalone\_InstallLicense.pdf*** document. This is the quickest way to install and activate your license.

 You can only install the license once the software has been installed on your PC.

 If you are installing a keyed license, ensure that the key is attached to the PC.

## To install a standalone license on a PC without Internet access

1. If not already open, run the **License Manager**
2. In the server list, click 'Standalone' to select it. (Note: This step is necessary even if 'Standalone' is the only list entry).
3. Click **Install License**. This opens the 'Select License' dialog.
4. Type in or copy-and-paste your **Servercode**.
5. Click **Request License File**.
6. Click **Next** to go to the license activation dialog.
7. In the License Activation dialog, click **No Internet available**.

Notepad opens, displaying instructions on how to download the license, together with the lock code and servercode information.

8. Save the text file to your hard disk using the default file name of LicenseDetails.txt.
9. Copy it to the PC that has Internet access (or take a printout with you).
10. On the PC with Internet access, follow the instructions in LicenseDetails.txt.