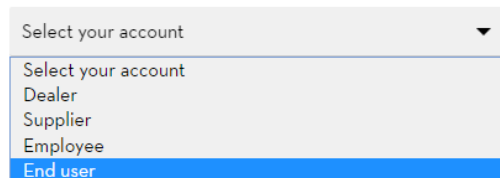


How to register on the Piusi portal

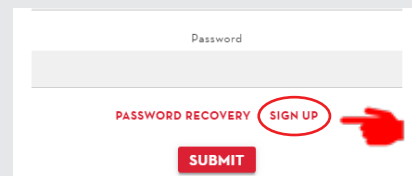
1. Visit www.piusi.com and click on **PIUSI PORTAL** in the top right-hand corner.

A red rectangular button with a white right-pointing arrow icon followed by the text "PIUSI PORTAL" in white capital letters.

2. From the drop-down box select **END USER**.

A dropdown menu with a grey background. The header is "Select your account" with a downward arrow. The menu is open, showing a list of options: "Select your account", "Dealer", "Supplier", "Employee", and "End user". The "End user" option is highlighted with a blue background.

3. From the next screen select **SIGN-UP**.

A registration screen with a white background. At the top is a "Password" input field. Below it are two links: "PASSWORD RECOVERY" and "SIGN UP". The "SIGN UP" link is circled in red, and a red hand icon points to it. At the bottom is a red "SUBMIT" button.

4. Fill in the product key: if using a USB drive this will start with US10- **** * ,

if you are using the web software it will start with WS10 **** * ,

then click **REGISTER**.

A "Check Product Key" screen with a red header. Below the header is a "Product Key *" input field with four boxes separated by dashes. To the right is a grey padlock icon with a keyhole. At the bottom right is a red "Register" button with a red hand icon pointing to it.

5. Fill in all the boxes with a **RED ASTERIX** -

- * Username (10 characters, no spaces, case sensitive, can include numbers).
- * Password (same as above).
- * E-Mail
- * Company Name
- * Nation (UK, then region will appear).
- * City
- * Street
- * Number (Must have a number 0-9 in box).
- * Postcode (No space in entry).
- * VAT = GB*****

The screenshot shows the first two sections of a registration form. Section 1, 'Account Information', contains fields for Username, Password, Confirm Password, E-Mail, and Confirm email. Section 2, 'Company data', contains fields for Company name, Nation (a dropdown menu with 'Afghanistan' selected), City, Street, Number, Postcode, and VAT (with a note '(ex. ITXXXXXXXX EU Only)').

6. Fill in all the boxes with a **RED ASTERIX**-

- * Mobile & phone number (omit the first 0).
- * Nation (UK, then region will appear).
- * Postcode (No space in entry).
- * Accept privacy policy by checking box.
- * Click **REGISTER**.

The screenshot shows a section titled '5. Privacy'. It contains a link for 'Privacy policy', an 'Accept' checkbox, and a checkbox for 'I wish to subscribe to the newsletter service'. A red 'Register >>' button is at the bottom.

The screenshot shows section 3, 'Contact Data', with fields for First name, Last name, Mobile phone, and Phone. Below this is section 4, 'Insert the data of the reseller from who you bought the product from', which includes fields for Company name, Nation (dropdown with 'Afghanistan'), City, Street, and Postcode.

7. You will receive two emails from Piusi (as per below). Click the [link](#) to return to the Piusi Portal and **LOGIN** with your username and password.

Welcome **CUSTOMER**,

Thank you for your registration at the private area of the portal Piusi.

Your credential is: **USERNAME:** *****
PASSWORD: *****


Services can be accessed at the following [link](#) 

If the link above does not work, copy and paste it in a new browser window.

Dear Customer ,

Your licence WS10-****-****-**** was verified

Log at the link to download the software.

[Complete the operation](#) 



If the link above does not work, copy and paste it in a new browser window.

NB: Click the link in either email to login to your Piusi Portal, to complete registration.

8. Hover the mouse over SSM 2018 Software and the sub menu will appear - click **PRODUCT LIST**.



Then click **DOWNLOAD**.

PLACE	AREA	PRODUCT KEY	REGISTRATION	STATUS	ACTIVATION	CAPACITY	WEB ED
		WS1067439A8E17CE	01/07/2019			Self Service Management	Download 