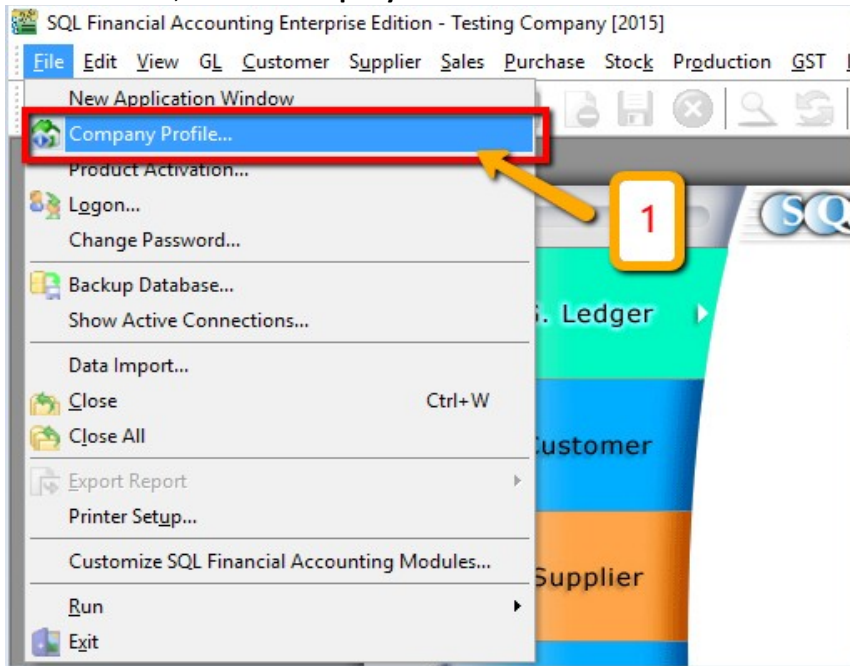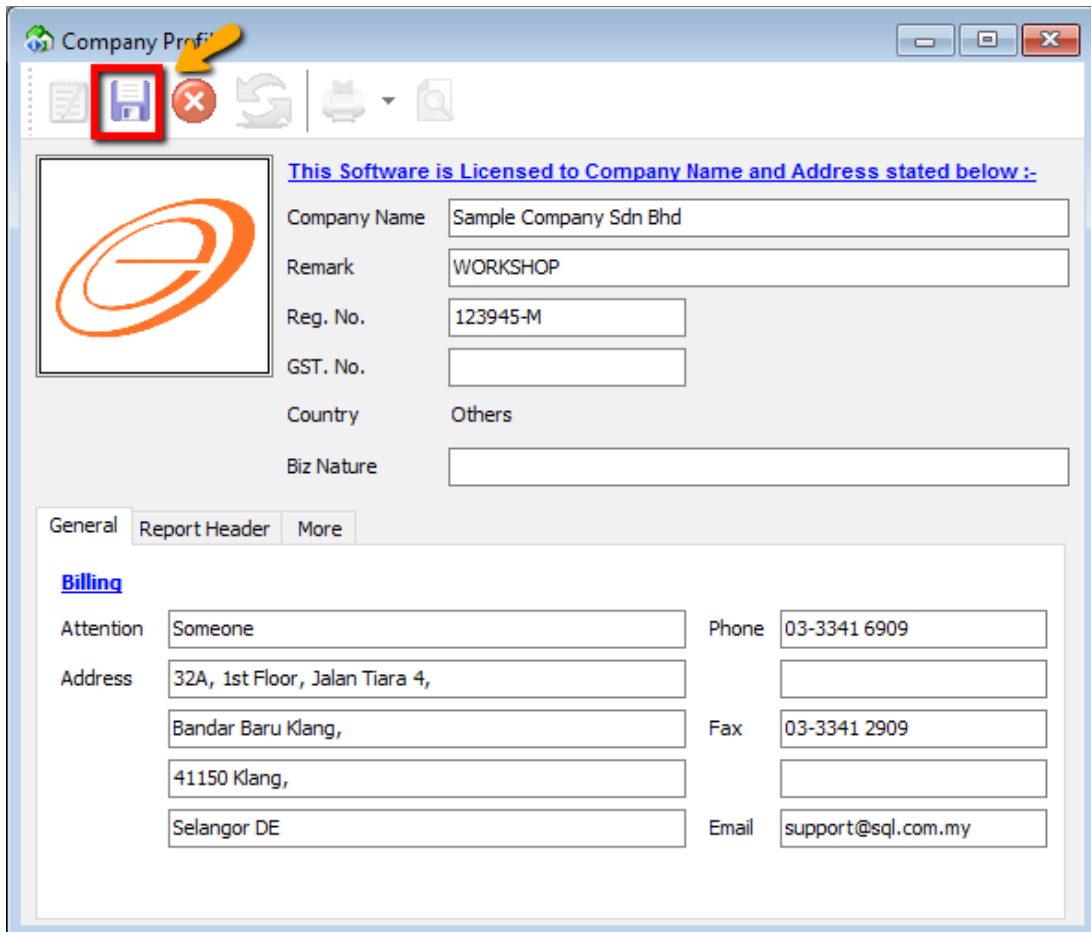**Account Book Registration in SQL**

1. Under **File** tab, *click* on **Company Profile…**

2. *Key in* all your company details
3. *Click* on **Diskette icon** to save

4. Go under **File** tab again, *click* on **Product Activation...**
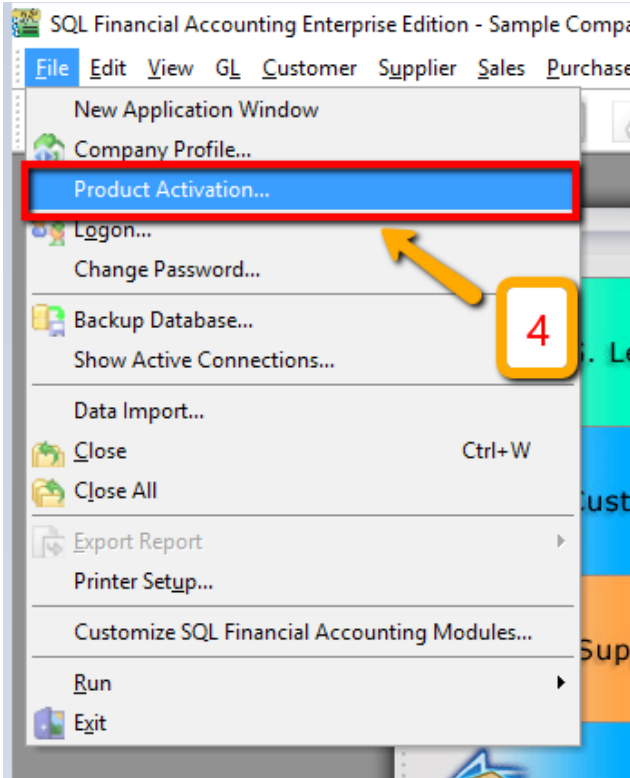
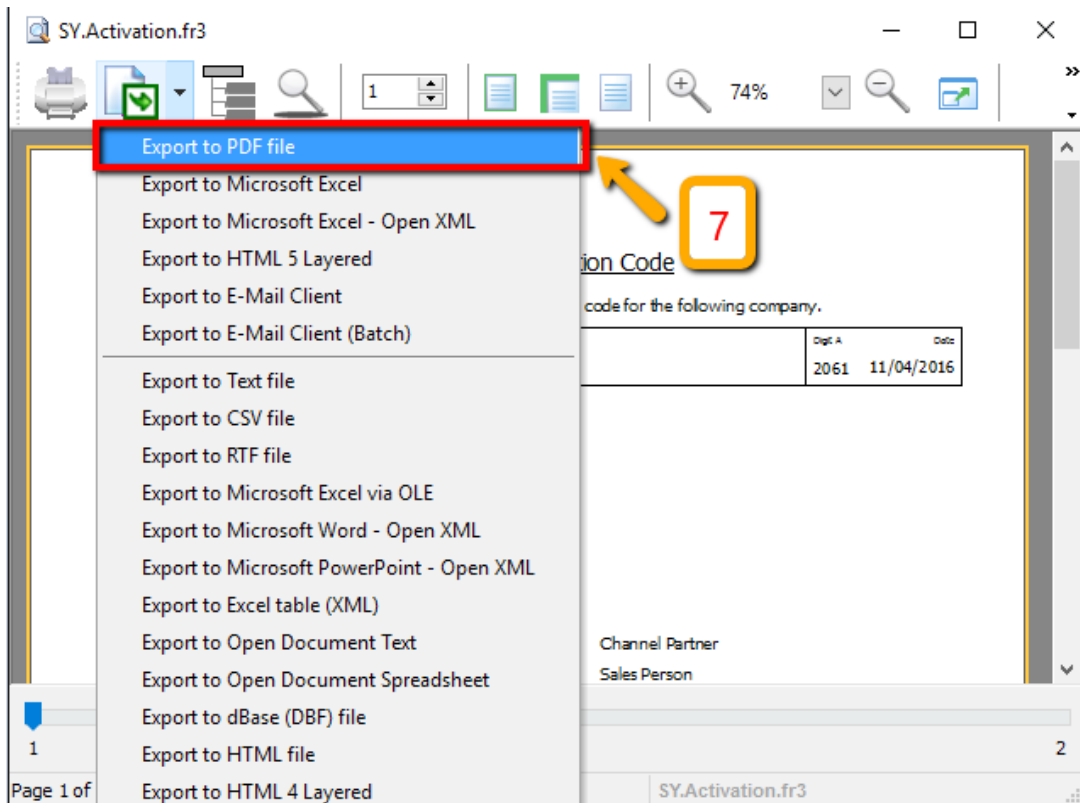
5. **Product ID** and **Activation Code** will be *temporarily blank* but make sure that your company name and address are keyed in correctly (punctuation "," "." matters) as the activation code will be issued according to the details entered

6. Click on **Print Activation Request**

7. To export it to PDF file, *click* on 'down' arrow located beside the second icon, choose **Export to PDF file**

8. Email this **Activation Request** file to local sales agent ***Activation code requires 3 working days to be issued***

9. In return, you will receive **Product ID & Activation Code** from your local sales agent
10. Key in accordingly to the blank column and make sure **Digit A** and **Digit B** are the same as provided
11. Click **Register** to finish