



Gerber User Licensing V2.4

CONFIDENTIAL

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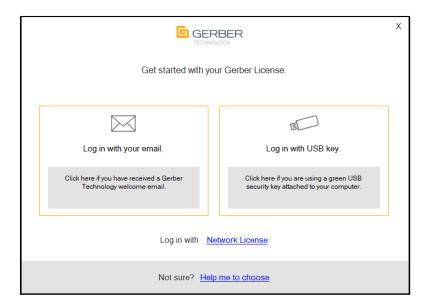
Getting Started with Licensing

The AccuMark 13.2 release includes a new option to authenticate your product licenses. Our new licensing method, *Gerber User Licensing*, is to be deployed and used with our AccuMark Software Product Line, excluding AccuNest and AccuPlan. It is designed for the internet-connected scenario where product licenses are assigned to an *individual* and their product need. Dongles (USB keys) or license files are no longer needed.

With Gerber User Licensing, you can provide your users with the full functionality of the software, giving them access to all the available applications based on your organization's purchases. (*Note: This is not Gerber Network Licensing.*)

Gerber User Licensing ties the usage of Gerber Applications to an individual user. It also provides company administrators with complete control to add and remove product licenses for a user at any time. While also facilitating better compliance tracking as company administrators do not need to track machines and can manage licenses centrally.

This new licensing option makes it easier for remote users to access their license and software products. First-time installations of our AccuMark Software Product Line, excluding AccuNest and AccuPlan, require users to select a login method to validate their Gerber License.



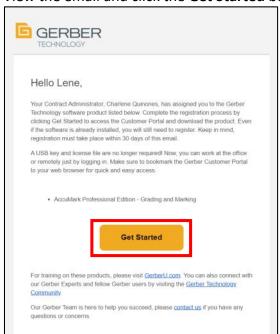


Registration & Software Setup for Students and Individual Users

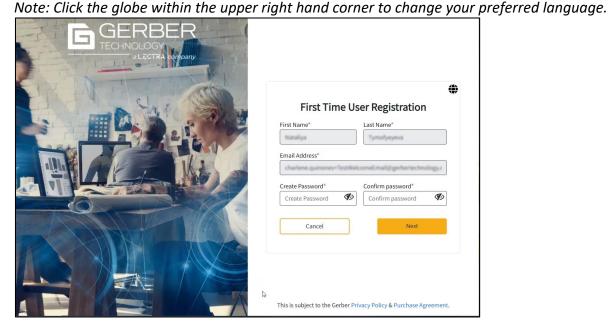
First, you should have received an email from welcome@gerbertechnology.com with the subject: Gerber Technology - Newly Assigned User. This email is your invitation to register, download, and install the software.

Note: If the software is already installed, you still need to register to login and use the software. <u>For Students ONLY</u>: The C2V or previously shared Student Guides 001 – 003 are not needed. Please delete them.

1. View the email and click the **Get Started** button.

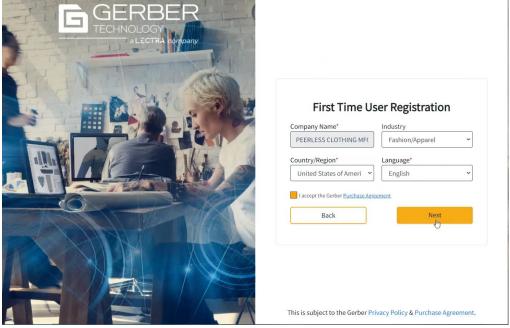


2. Your default internet browser opens to the *First Time Registration* page, where some prepopulated fields are shown, like your **first name**, **last name**, and **email address**. Finish filling out the rest of the form, like **creating a password**, then press **Next** to complete the registration.

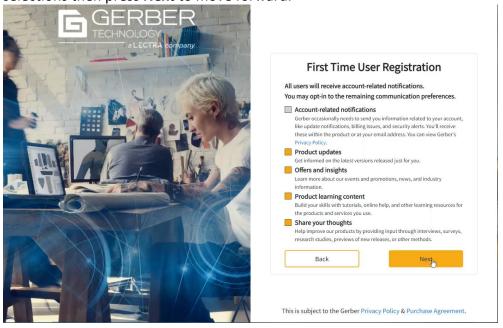




3. A second registration page opens. Enter your **company's name, industry, country/region, language** and **check the box to accept the Gerber Purchase Agreement**. Press **Next** to continue the registration.

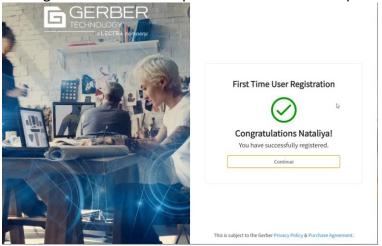


4. The final registration page opens with a list of communication preferences. The first *Account-related notifications* is a default selection, however the remaining preferences are optional. Make your selections then press **Next** to move forward.

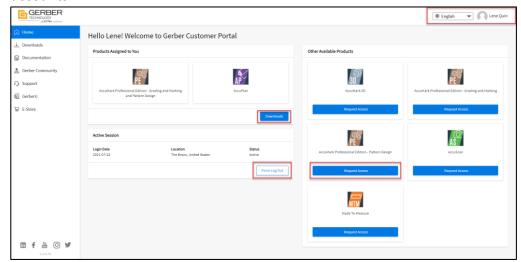




5. The registration is now complete. Press **Continue** to proceed into the Gerber Customer Portal.

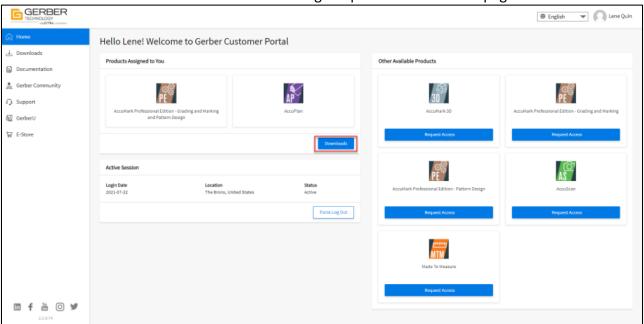


- 6. You are then logged into the homepage of the software portal, where you can download your assigned products, force log out of the downloaded application (once installed and in use), request access to other software products, change the portal's language, get help, modify your account and log out.
 - Downloads: Access assigned software for download.
 - Language: Translate the portal's content by choosing a different language.
 - **Support:** Users with an active license may submit a support ticket. All users are able to locate local contact details for Gerber Service Representatives.
 - **My Account:** Modify your account details such as first and last name, add a Gravatar image (account setup is required), and log out.
 - Force Log out: THIS FEATURE IS FOR EMERGENCY USE ONLY.
 Individual users may log out of their previous software session from a different computer using the Force Log out feature. For example, you attempt to log into your license to use the AccuMark software from your personal computer and realize that you did not log out of your license from your work computer. Please refer to the Log out of the License section to correctly log out.
 - **Request Access:** Sends an email to your company or education's contract administrator requesting product download access.
 - Gerber Resources: We've provided links to our various Gerber Resources such as Online Documentation, Gerber Community, Support, GerberU, E-store, and Gerber's social media accounts.

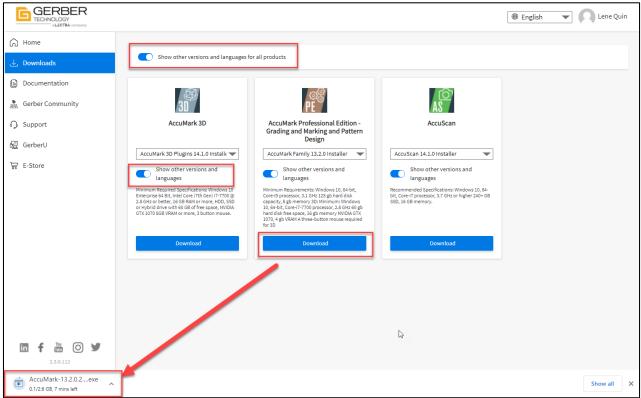




7. Click the **Downloads** button to download an assigned product on the next page.



- 8. To download other versions of the software, press the **Show other versions and languages for all products** or select **Show other versions and languages** below the product.
 - Note: Some product versions might be unavailable for download if your service contract has expired.
- 9. Click **Download** to begin downloading the software. Depending on your computer setup, you may need to specify a location to save the installation file.





- 10. After the software download is complete, right-click and select **Run as Administrator**.

 Note: You may need to contact your companies IT department if you do not have permission to install software on your computer.
- 11. Follow the steps to install AccuMark and any necessary components.
 - If you receive a blue screen warning with the following statement, "Windows protected your PC," click **More Info** and then **Run Anyway**.

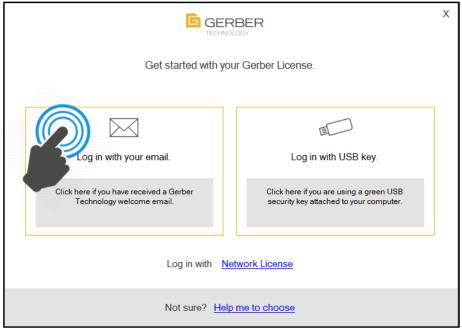


then



- You may also receive messages throughout the process asking if you want to allow the program to make changes to your computer. Click **YES**.
- 12. Once installed, double-click the desired software to open. A new selection window appears with several login options.
- 13. Click the Log in with your email option.

Note: With the new Gerber User Licensing option, dongles/USB keys are no longer needed since your email address and password allows you to use the software.

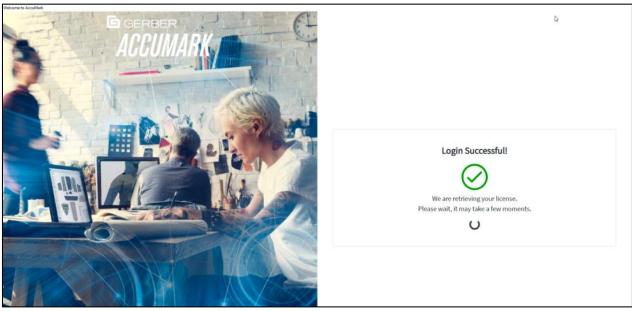




14. Login to the software with the **email address** and **password** you used to register, and then press **Login**.

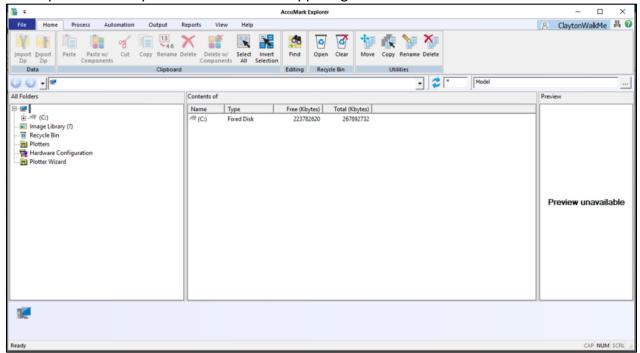


15. The next step might take a minute to process as Gerber authenticates your account and license to use the software.

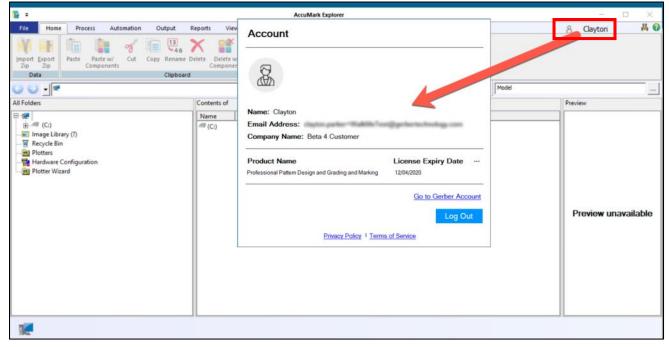




- 16. Once the login is successful, the selected software application automatically opens for your use.
- 17. Additional license details are available through the license profile, such as your email, product license, and expiration. Click your **NAME** within the upper right-hand corner to view further details.



18. A pop-up window opens and contains the Product Name and the License Expiration date.

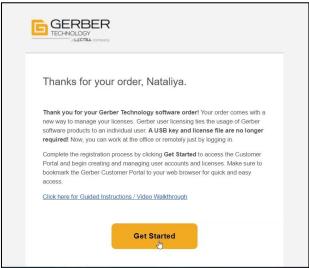




Contract Administrator Registration & Software Setup

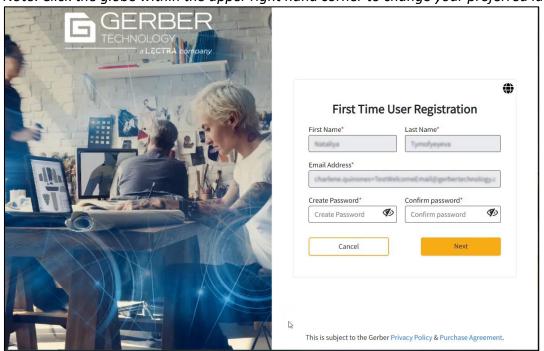
To get started, you should have received an email from welcome@gerbertechnology.com with the subject: Gerber Technology - Newly Assigned User. This is your invitation to register, download and install the software.

1. Click the **Get Started** button to begin registering.



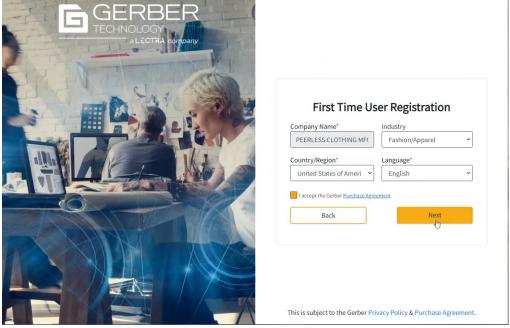
2. Your default internet browser opens to the *First Time Registration* page, where some prepopulated fields are shown, like your **first name**, **last name**, and **email address**. Finish filling out the rest of the form, like **creating a password**. Then press **Next** to continue the registration.

Note: Click the globe within the upper right hand corner to change your preferred language.

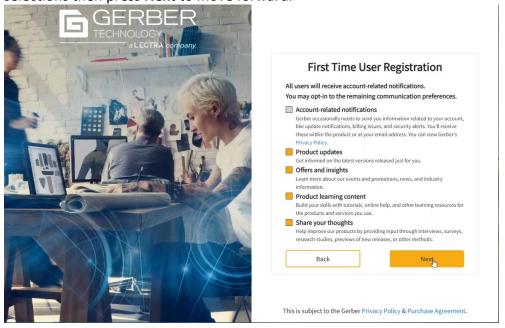




3. A second registration page opens. Enter your **company's name, industry, country/region, language** and **check the box to accept the Gerber Purchase Agreement**. Press **Next** to continue the registration.

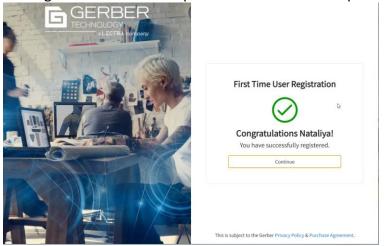


4. The final registration page opens with a list of communication preferences. The first *Account-related notifications* is a default selection, however the remaining preferences are optional. Make your selections then press **Next** to move forward.

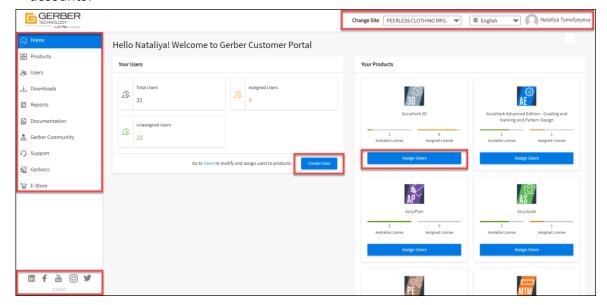




5. The registration is now complete. Press **Continue** to proceed into the Gerber Customer Portal.



- 6. The Gerber Customer portal opens to the homepage, where you can *create* and modify users, assign and un-assign product licenses, download your assigned products, change the portal's language, get help, and modify your account and log out.
 - **Products:** Allows admins to assign and unassign one or more users from product licenses.
 - **Users:** Allows admins to create new users, modify users, delete a user, force a log out, resend an invitation, assign and unassign products.
 - **Downloads:** Access assigned software for download.
 - **Reports:** Generate a report to view a list of entitlements.
 - **Support:** Users with an active license may submit a support ticket. All users are able to locate local contact details for Gerber Service Representatives.
 - **Company (Change Site)**: Contract Admins have access to multiple company sites to manage users and licenses.
 - Language: Translate the portal's content by choosing a different language.
 - **My Account:** Modify your account details such as first and last name, add a Gravatar image (account setup is required), and log out.
 - **Gerber Resources:** We've provided links to our various Gerber Resources such as Documentation, Gerber Community, Support, GerberU, E-store, and Gerber's social media accounts.





Users

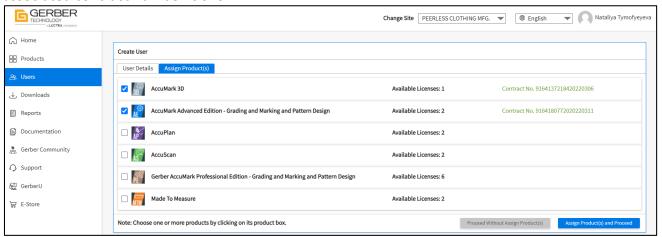
The **Users** tab allows the contract administrator to create a user, modify a user, assign or unassign a product, force log out, delete a user and resend an invitation.

Create User & Assign Products

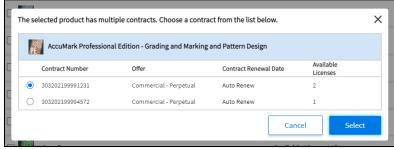
1. Enter **First Name**, **Last Name**, and **Email Address**. Choose a **User Role**, and then press **Next**. Note: The user role field defaults to the Individual role, where they ONLY have access but can be changed to Administrator if another Contract Administrator is needed with the same permissions.



2. The Assign Product(s) tab opens with a list of available products. Select a **product's checkbox**, and the associated contract number is shown.



Note: A pop-up window may appear when a product contains multiple contracts with available licenses. Select the desired contract.



3. Press **Assign Product(s) and Proceed** OR do not select a product and press *Proceed Without Assign Products*.

Note: A welcome email is only sent when a product is assigned to an individual user.



Create Multiple Users

Multiple users can quickly be created using a CSV file.

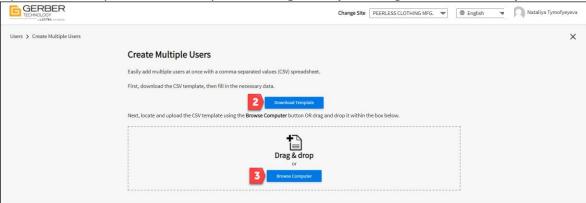
1. Click **Create Multiple Users** to open a separate window.



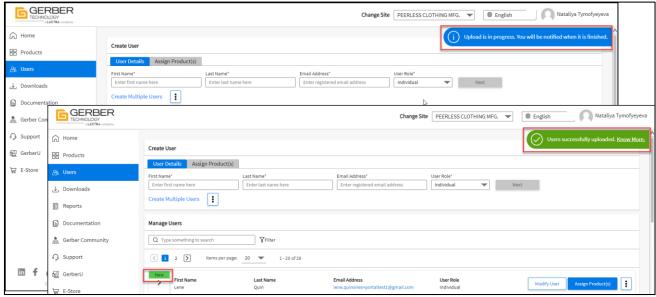
2. Click the **Download Template** button.

Note: A CSV file will begin to download, which can be opened and modified using a spreadsheet program. Enter the **First Name, Last Name**, and **Email address** of each user. Also, type **Yes** if the user will need Admin privileges.

3. Upload the completed CSV file by either **Drag & Drop** or using the **Browse Computer** button.

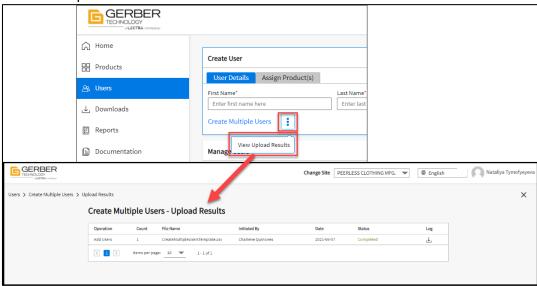


4. The application provides progress notifications during the upload and completion process. Click the **notification** within the upper right-hand corner to learn more.



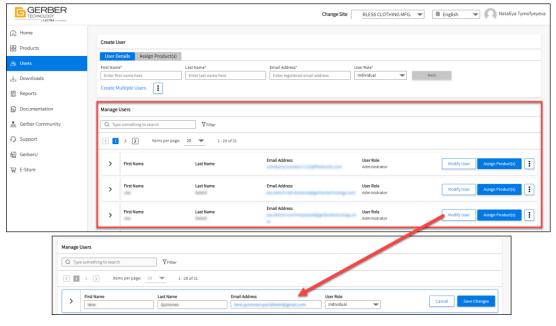


5. Users may also click the **More Options** button next to the Create Multiple Users link to learn more about the uploaded file.



Modify User

A user's account information, like *name*, *email address*, and *user role*, can be modified by selecting the **Modify User** button.

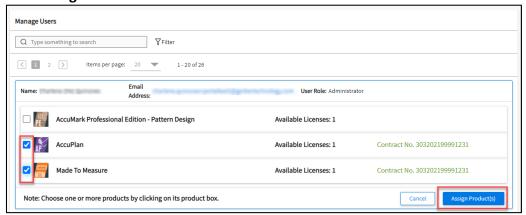




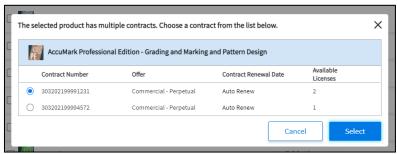
Assign Products

Assign a product license to a user

- 1. Select a **user** within the *Manage Users* area, and then press **Assign products**.
- 2. Select a product's **checkbox**. The product's *Contract #* appears to the right of the screen.
- 3. Press Assign Products.



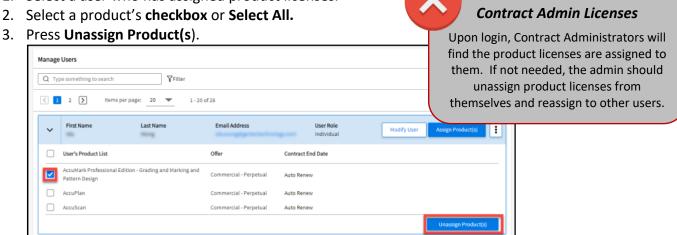
Note: A pop-up window may appear when a product contains multiple contracts with available licenses. Select the desired contract.



Unassign Products

Unassign one or more product licenses from a user.

- 1. Select a user who has assigned product licenses.





Force Log out User

IMPORTANT!: Use this feature sparingly, as you are ONLY allowed 3 force log outs per license every month. Users should log out of the application before using the Force Log out feature. Refer to the <u>Log Out of the License</u> section to log out properly.

If a user forgets to log out of a machine and cannot log in to another with their licenses, you can use the **Force Log out** function. The user is required to log in again and authenticate their license.

- 1. Select a *user* and press the **More Options** button.
- 2. Click **Force Log Out User**. A confirmation pop-up opens. Select **Yes** to continue or *No* to cancel.



Delete User

Delete a user that was created by accident or no longer with your organization. Once a user is deleted, their assigned license will be available to be reassigned to another user. A deleted user cannot be recovered and will need to be recreated.

- 1. Select a *user* and press the **More options** button.
- 2. Click **Delete User**. A confirmation pop-up opens. Select **Yes** to continue or *No* to cancel.



Resend Invitation

Resend an invite to unregistered users.

- 1. Select a *user* and press the **More Options** button.
- 2. Click **Resend Invitation**. A confirmation pop-up opens stating the user has been sent the email.



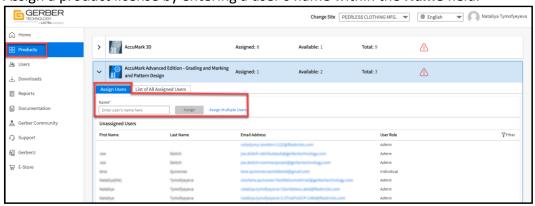


Products

The **Products** tab allows the contract administrator to view a list of products and assign or unassign users to a license. In addition, each product displays the overall total amount of licenses, including the assigned licensed users and available licenses.

Assign Users

1. Assign a product license by entering a user's name within the Name field.



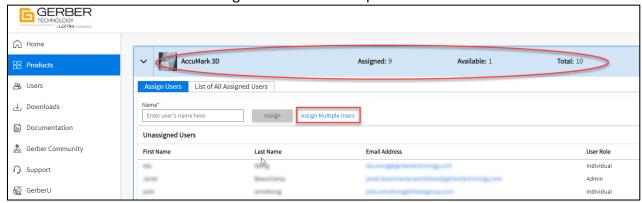
2. Press **Assign.** The *Assign Users* list displays those currently unassigned to the selected product. *Note:* A pop-up window may appear when a product contains multiple contracts with available licenses. Assign the desired contract.





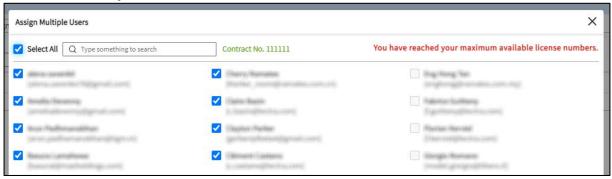
Assign Multiple Users

1. Click **Assign Multiple Users** to assign available licenses to multiple users at once. Notate the <u>available</u> amount of licenses that will be assigned on the next step.

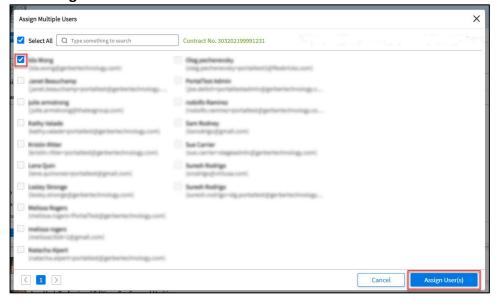


2. The Assign Multiple Users window opens and displays the company's contract number. Select **one or more users** within the list or **Select All** to reach your available amount of licenses.

Note: A message appears if you have exceeded the available licenses. You cannot choose more users than the number of available licenses.



3. Press Assign Users.

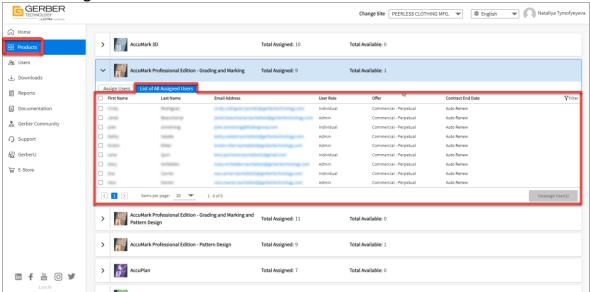




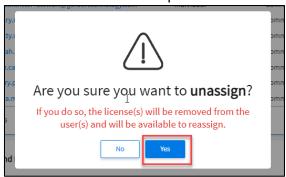
Unassign Users (List of All Assigned Users)

This list displays users currently assigned to the selected product.

- 1. Click on the List of All Assigned Users tab.
- 2. Select one or more users within the list or Select All.
- 3. Press Unassign Users.



4. A confirmation window opens. Press Yes to unassign.



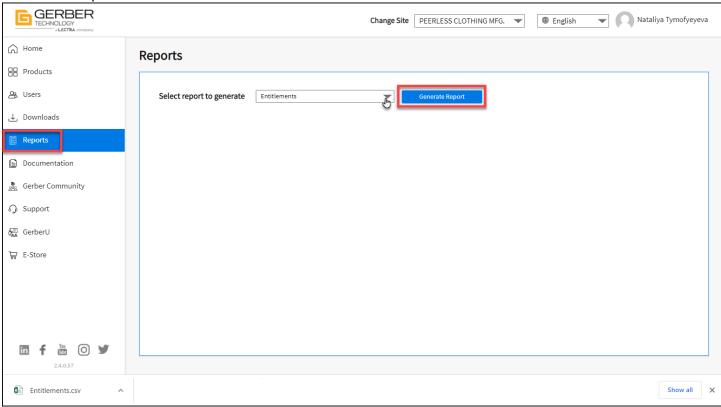


Reports

The reports area provides a full account of the entitlements in use by company, product, assignee, license start/end date and service contract number, end date and renewal date. Customer Admin access ONLY!

Admin users have access to generate a complete list of entitlements in use by company, product, assignee and more.

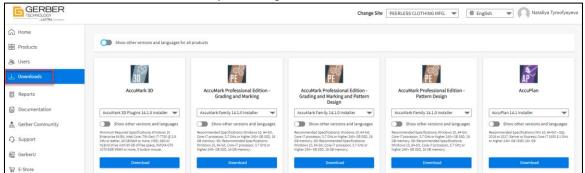
- 1. Select a report from the drop-down list and press Generate Report.
- 2. The report is downloaded as an excel file.





Downloads

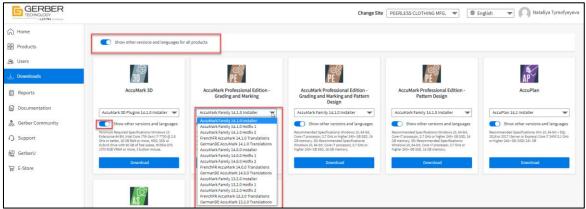
1. Click the **Downloads** tab to view your assigned software.



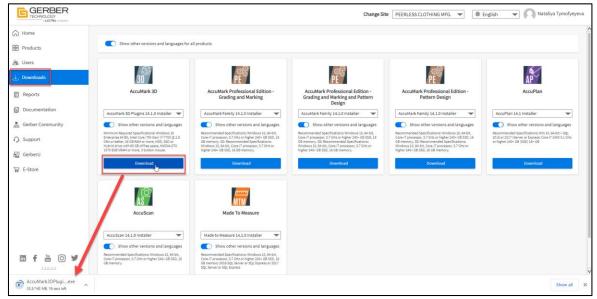
2. All licensed products available to the user are listed. Choose a software product and select an available version from its drop-down.

To download other versions of the software, press the **Show other versions and languages for all products** or select **Show other versions and languages** below the product.

Note: Some product versions may be unavailable for download if your service contract has expired.



3. Press **Download** to begin the process. Depending on your computer setup, you may need to specify a location for the installation file.





- 4. After the software download is complete, right-click and select **Run as Administrator**.

 Note: You may need to contact your companies IT department if you do not have permission to install software on your computer.
- 5. Follow the steps to install AccuMark and any necessary components.
 - If you receive a blue screen warning with the following statement, "Windows protected your PC," click More Info and then Run Anyway.

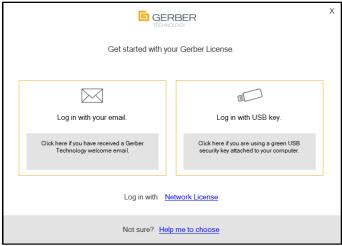






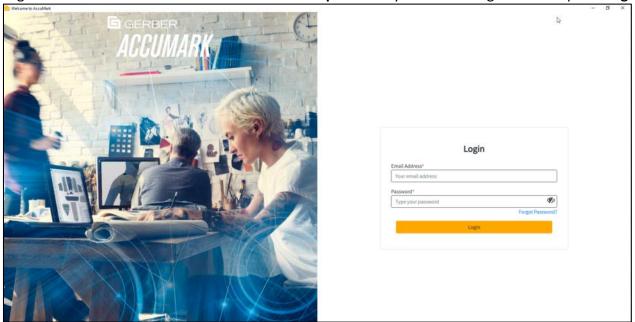
- You may also receive messages throughout the process asking if you want to allow the program to make changes to your computer. Click **YES**.
- 6. Once installed, double-click the desired software: **AccuMark Explorer**, **Pattern Design**, or **Easy Marking**. A new selection window appears with several login options.
- 7. Click the **Log in with your email** option.

Note: With the new Gerber User Licensing option, dongles/USB keys are no longer needed since your email address and password allows you to use the software.

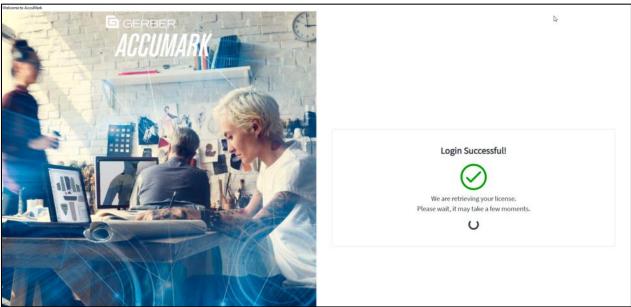




8. Login to the software with the **email address** and **password** you used to register. Then press **Login**.

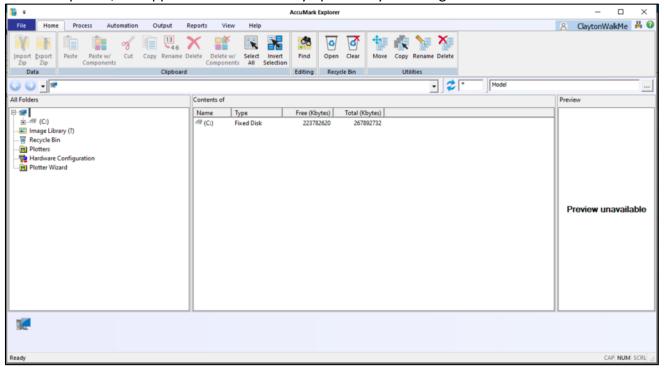


9. The next step might take a minute to process as we authenticate your account & license to use the software.

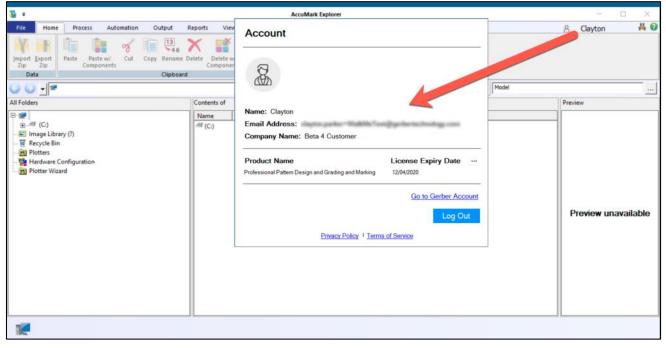




10. Once completed, the application automatically opens for you to begin.



- 11. Additional license details are available through the license profile, such as your Email, Product License, and Expiration. Click your **NAME** within the upper right-hand corner to view further details.
- 12. A pop-up window opens and contains the Product Name and the License Expiration date.



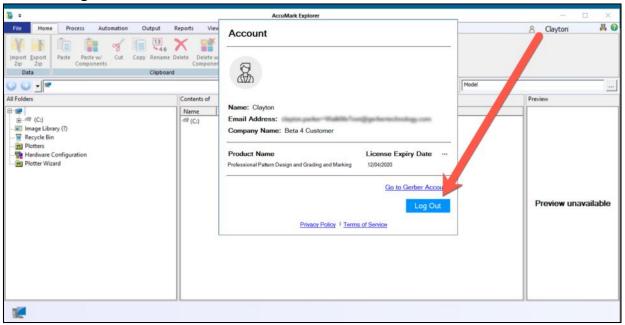


Log Out of the License

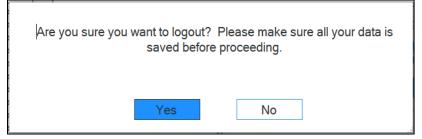
Users may log out of the license but are not required to do so once they have finished using the application. The application can be generally closed by pressing the X button on the top right corner. Once it is reopened, the user is automatically logged in to their license, provided the X button was selected. If you logged out of the license using the steps below, then you need to log back into the license to use the application. Restarting your computer will not log you out of the license.

Follow the steps below to log out:

- 1. Within the software application, select your **name** in the upper right-hand corner to access your account details.
- 2. Press the Log Out button.



3. A confirmation window opens. Select **Yes** to continue logging out of your license; select **No** if you wish to continue using the license for your AccuMark products.



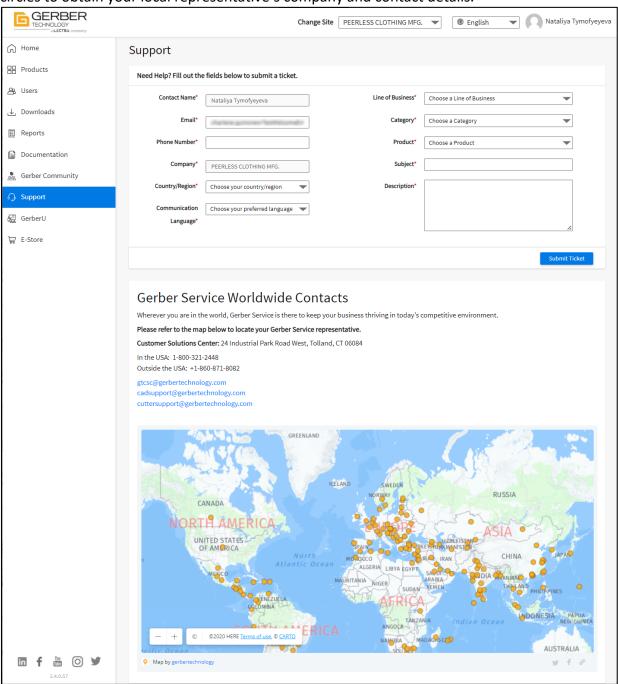


Support

All users with an active service contract have access to submit a support ticket and search for their local Gerber Service representative. Those with an inactive service contract do not have access to submit a support ticket, but will be able to locate their local Gerber Service Representative.

Enter the required information within the Support fields to submit a ticket. An auto-generated email is sent along with the support ticket case number.

Users may also locate their Gerber Service representative using the worldwide map. Hover over the yellow circles to obtain your local representative's company and contact details.





24 Industrial Park Road West
Tolland, CT 06084 USA
Customer Service Center
In the USA, call 1.800.826.3243
International 1.860.871.8082