

# First Steps

Installing capella-software programs



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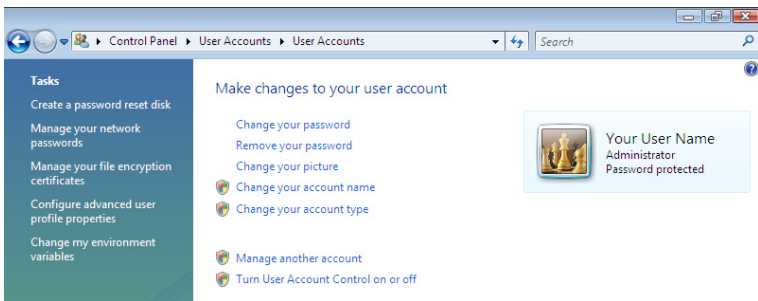
[www.capella-software.com](http://www.capella-software.com)

# Welcome!

The software which you have just purchased is high-quality standard software; its installation proceeds largely automatically and follows the usual Windows conventions. However, we still recommend you read the following pages thoroughly. You will learn about the installation, licensing and activation and the printing of the PDF manual. In case you run into problems, you will find help and tips in this document.

## Administrator rights

You need the rights of an administrator for the installation on your computer. This is a Microsoft definition. It indicates that you may set up your PC and install programs. Usually you have these rights automatically. If you are unsure, look in the user administration of Windows. Click **Start > Control Panel > User Accounts**.



During the installation and activation you might encounter messages that indicate that you require “Administrator Rights” to proceed. These messages might appear although you do have administrator rights,

*E.g. you might have miss-spelled the serial number which caused capella to display an error message after which Windows reminds you of the requirement for administrator rights. In this case the entering of the incorrect serial number is cause for the error message!*

# Installation of the Download Version

In case you have not yet done so: Download the demo version of the program for which you have purchased an online licence from our international website.



Select **Run File** if you want to install the program on your currently active PC. The installation program will automatically start after the download is complete.

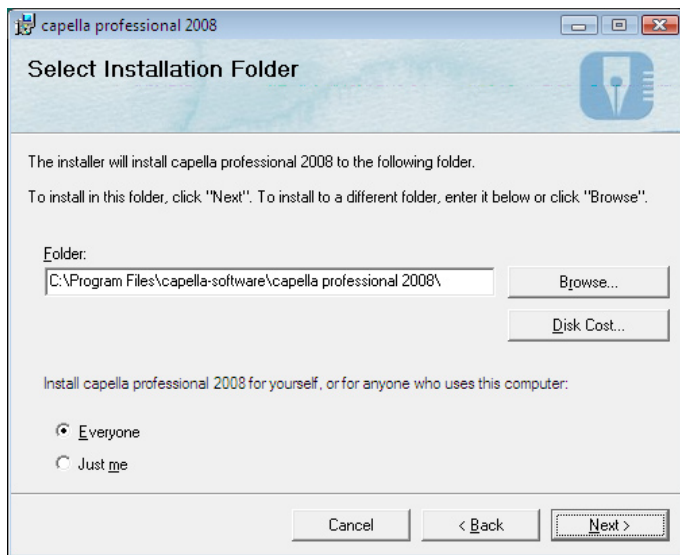
*Select **Save File** (this wording may vary depending on the internet browser you are using) if you want to install the program at a later stage. You can store the downloaded file on any portable storage device (e.g. USB-stick) for later installation on any off-line PC. In that case start the installation by double-clicking the downloaded file on the target PC.*

Watch where the downloaded file is placed on your computer (you can influence this). Make a note of the target folder! That's where the downloaded file is placed, which you have to double-click to start the installation.

The installation program will now start.

# The installation program

Step 1 of the installation requires you to select a target folder (directory) on your PC where the software should be installed. We recommend that you use the default folder as displayed on the screen. In this example it is `c:\Program Files\capella-software\capella professional`.



The last part of this recommended target folder varies depending on the program you choose to install.

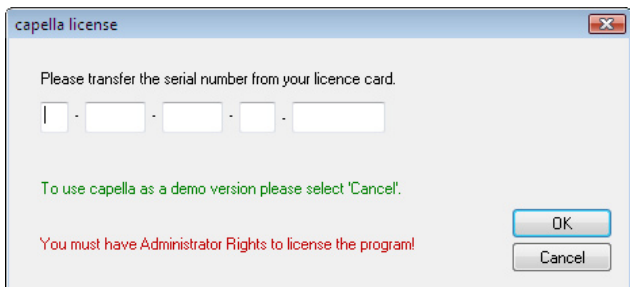
Advanced users may modify this target path as required.

Continue to follow the on-screen instructions of the installation program.

Start the installed program via **Start > All Programs > capella-software** or from the corresponding desktop-icon.

# Licensing and activation

When you start the newly installed program for the first time, it will prompt you for the serial number.



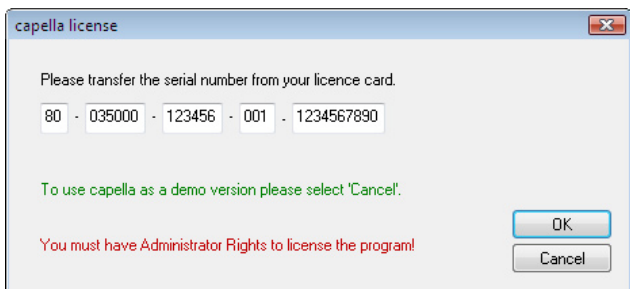
If you have received your program via ordinary mail in a DVD or CD case, that case will also contain a licence card with your personal serial number. If you have purchased the licence via our online shop, then we have sent you an e-mail with your personal serial number.

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Please print this e-mail and file it in a safe place.

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Now enter the serial number into the licence dialog on your screen.



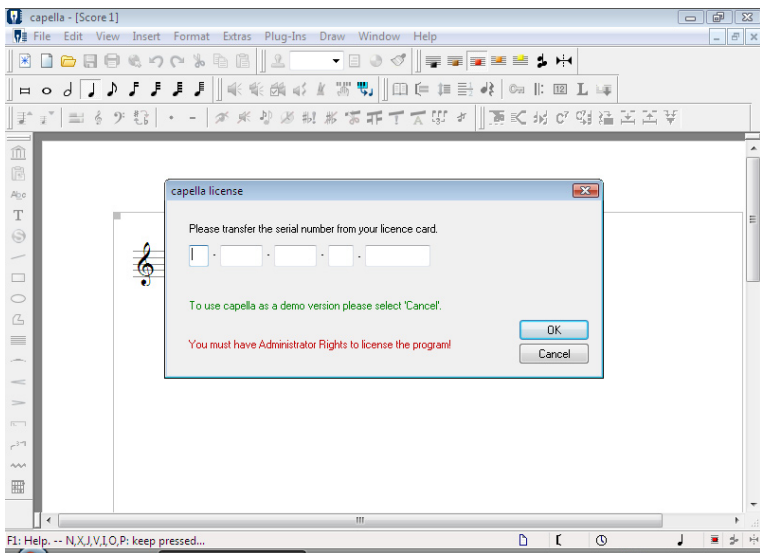
In case you receive an error message indicating a problem with the serial number, the following could have happened:

## 1. You made a typing error.

This could easily happen. Carefully re-enter the serial number – possibly ask someone to dictate it to you step by step.

## 2. Correct serial number – wrong program?

The serial number is only valid for the program that you have purchased from us. Did you possibly install a different program from the CD? The most common mistake is a mix-up between capella professional and capella 1200 or between tonica and tonica fugata. Check the program name that appears across the title bar at the top of your current window: The program name that appears there must match the one on your licence card / licence e-mail!



## 3. Correct program – wrong version?

Did you possibly install an older version of the correct program? In that case the serial number will not match. Run the program and click on Help > About. Compare the information displayed on screen with that on your licence card (see next page):



The version number in front of the hyphen (e.g. 6.0) must correspond with the information on your licence card. The version number after the hyphen is irrelevant in this case. In this figure the version numbers (5 and 6.0) do not match! Therefore you cannot licence the program with this serial number.

## Product activation

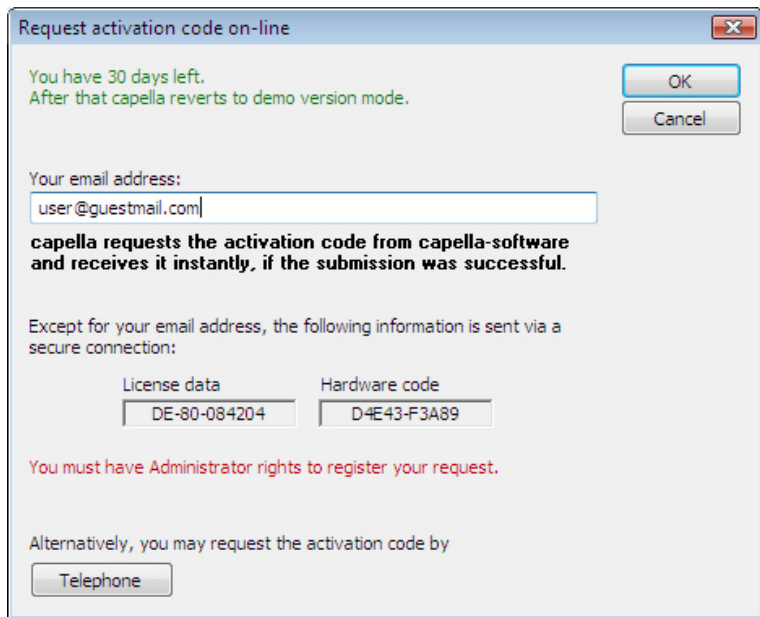
*For 30 days after installation you can use your program without any limitations. Within those 30 days you must activate the program for your PC. This way we can ensure, that a single licence is not used on several computers.*

The activation dialog appears every time you start the program. The easiest activation procedure is as follows:

## How to activate your software with one mouse-click

Every time you start the program, a dialog to request the activation code on-line appears until such time that you have successfully activated your program.

Make sure that your PC is connected to the internet.



Enter your e-mail address and click OK.

Your software will immediately connect to our server and transfer your licence serial number and a hardware code compiled from your PC.

In return, our server will calculate an activation code and transfer it back to your PC.

You will then see an on-screen confirmation of the successful activation.

Your program is now permanently activated on your installation PC.

*If the product activation fails or if you do not have an Internet connection, you are required to contact capella-software by phone. Please dial the number displayed in the activation dialog.*

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For 30 days after installation you can use your program without any limitations. After that period it will revert to demo mode, unless it is activated. So there is no hurry. Even if the automatic activation should fail, you have sufficient time to contact us by phone.

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After re-installing your operating system, or after a major hardware upgrade of your PC, you might have to re-activate the software.

## Help system, tutorial and PDF manual.

We have gone to a lot of trouble to provide you with an extensive help system. You should make use of it! Select menu **Help** (in some cases ? [question mark]). This will give you access to extensive documentation about how to use your program.

### Tutorial

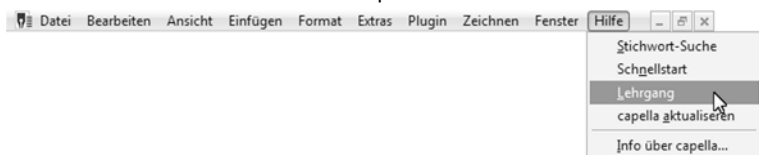
Some of our programs (e.g. capella, capella-scan, capriccio) include a tutorial. Several chapters cover detailed step-by-step instructions to familiarize yourself with the features of the program.

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Even advanced users may find helpful tips and solutions in these tutorials, saving them time and effort.

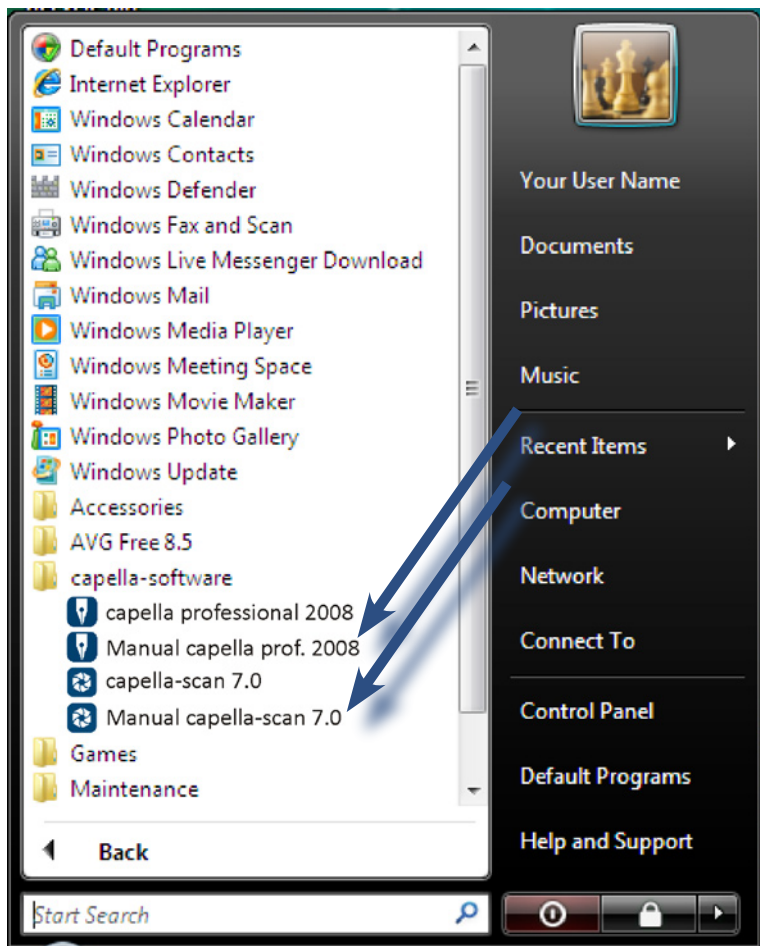
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The tutorials are accessible via the help menu:



## Manual

You can print your own copy of the manual if your program has been supplied without a printed manual. On your windows desktop click on **Start > All Programs > capella-software**.



Open the required manual. You can now read the PDF document on screen or print parts of it or the entire document.

## Phone hotline:

Working times and terms of service are available at [www.capella-software.com/support.cfm](http://www.capella-software.com/support.cfm).