

# **Onboarding Your End Users (New Users)**

Now that you've successfully accessed our new License Management Portal, it's time to onboard your end users

Below you will find an overview of the information and resources needed for end users to successfully install and access the latest

StormWise software

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### 1. What You'll Need:

- Account managers will need to gather and provide end users with the following resources and information to get started:
  - License Number: StormWise license number needed to log into the new StormWise Access
     Manager
  - 2. Password: Password needed to log into the new StormWise Access Manager
  - 3. StormWise Access Manager Installation Files: Installation files for the new StormWise access manager
  - 4. StormWise Installation Files: Installation files for the latest version of StormWise
- To help you get started, we ask that you please review the step-by-step instructions below for installing,
   accessing, and logging into your StormWise license:
  - o StormWise Installation Guide

## 2. Accessing Your License(s):

Account managers will need to select "Licenses" from the license management portal homepage
 HERE to access and provide their end users with their StormWise software login credentials.





## 3. Accessing a License's Details:

From the Licenses page, select either the hyperlinked "License Number" or "Product Name" to access
a given license's details and end user login credentials.



# 4. StormWise Login Credentials:

- From the Details for StormWise License page, account managers will need to gather and provide their
  end users with the license number and password to successfully login and access the StormWise
  software.
  - 1. License Number: StormWise license number needed for end user StormWise software login



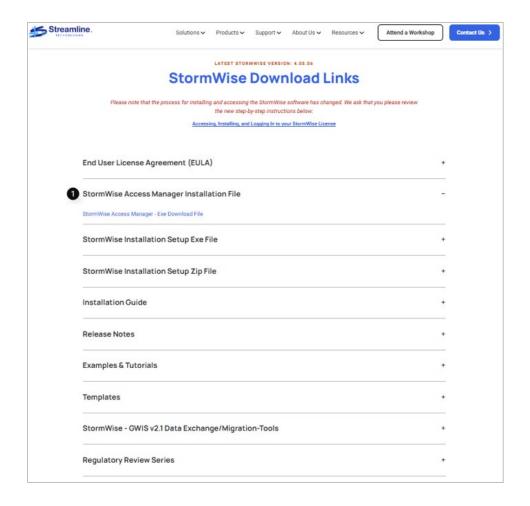
2. Password: Password needed for end user StormWise software login



# 5. StormWise Access Manager Installation Links:

- Account managers will need to direct end users to our StormWise Downloads page <u>HERE</u> to download and install the new StormWise Access Manager.
  - StormWise Access Manager Exe File: Download and install the StormWise Access Manager
     Exe file

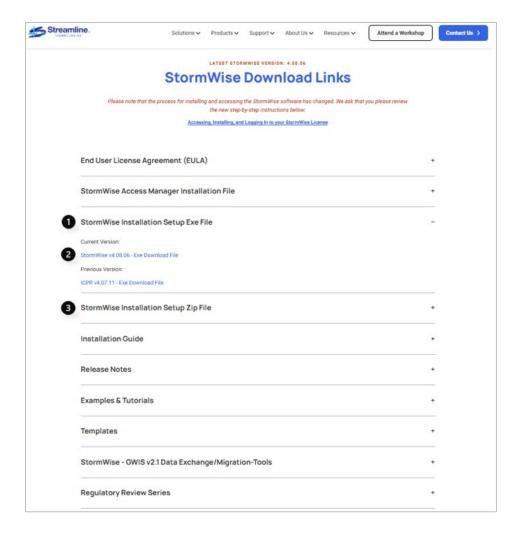




### 6. StormWise Software Installation Links:

- Account managers will also need to direct end users to our StormWise Downloads page <u>HERE</u> to download and install the latest version of StormWise.
  - 1. StormWise Exe File: Download and install the latest StormWise Exe file
    - 2. Current Version StormWise: All new customers should download "Current Version StormWise" for the best and most up-to-date end user experience
  - 3. StormWise Zip File: Download and install the latest StormWise Zip file





## 7. StormWise Access Manager Login:

- Once installed, open the StormWise Access Manager desktop application prior to opening the StormWise desktop application. Enter license credentials into the Access Manager login screen and select login.
  - 1. License Number: End user to enter account manager provided license number
  - 2. Password: End user to enter account manager provided password
  - 3. Log In: Login to the StormWise Access manager to use a license





 You are now logged into StormWise Access Manager and are using a license. Click "X" to minimize to the menu tray.



The StormWise Access Manager must be open and logged into prior to opening StormWise



# 8. Using the StormWise Software:

- And that's it End users will now have everything they need to open and use the StormWise
   Software. Simply double click the desktop application to begin using StormWise!
  - Note: When you exit the StormWise Desktop Application you are not ending your StormWise session and releasing the licensed seat. You need to log out of the StormWise Access
     Manager to release the licensed seat.

We encourage you to review our "Account Manager - End User Onboarding Communication" for an email template consisting of the information and resources you will want to share with end users to ensure an easeful onboarding process

