

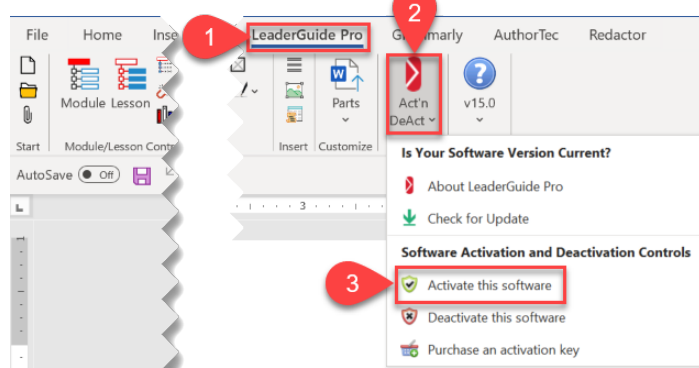
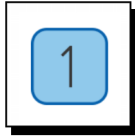
How to Activate the LeaderGuide Pro Free Trial



Contact Great Circle Learning With Any Questions

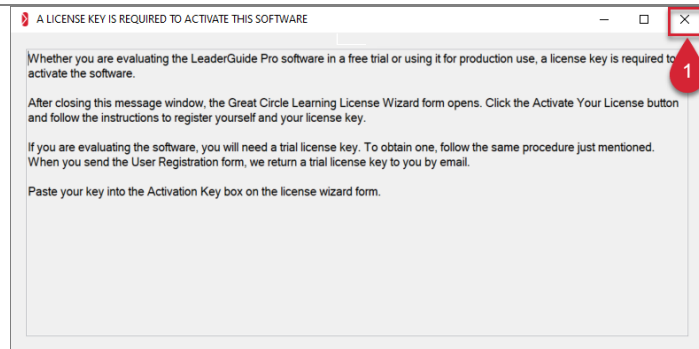
Phone: (239) 389 – 2000

Email: info@greatcirclelearning.com



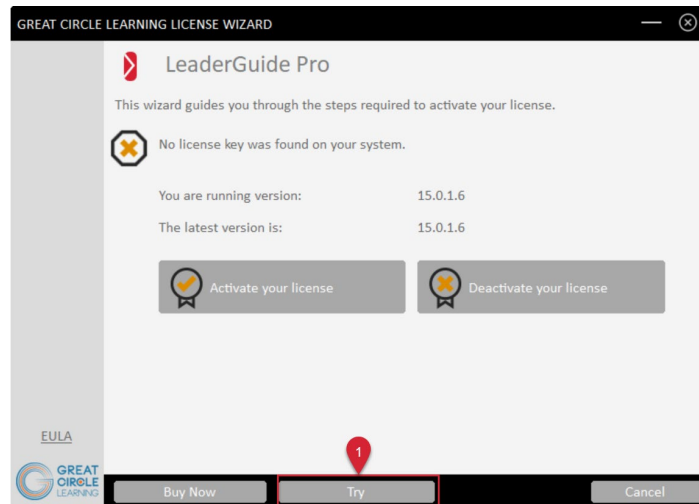
Activate LeaderGuide Pro in Microsoft Word

1. Click **LeaderGuide Pro** on the Word Ribbon
2. Click on **Act'n DeAct**
3. Select **Activate this software** from the drop-down menu



First Time Install Message

1. Click **X** to close and open the Activation Wizard



Activation Wizard

1. Click the **TRY** button at the bottom of the dialog box

How to Activate the LeaderGuide Pro Free Trial

GREAT CIRCLE LEARNING LICENSE WIZARD

User Registration

Enter your contact information below to register your license.

Full Name:

Email:

Company:

Phone:

Country:

Proxy Settings...

EULA

GREAT CIRCLE LEARNING

Complete User Registration

1. Fill Out Prompts
2. Click **Register**

GREAT CIRCLE LEARNING LICENSE WIZARD

User Registration

Enter your contact information below to register your license.

Full Name:

Email:

Company:

Phone:

Country:

Proxy Settings...

License information was emailed to: [redacted]@[redacted].com

EULA

GREAT CIRCLE LEARNING

User Registration Updates

1. Click **Next**

Note → The license key for the free trial is emailed to the email address entered on the User Registration panel.

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LeaderGuide Pro Trial Key Request

GC info@greatcirclelearning.com
To: [redacted]
Wed 2/2/2022 3:56 PM

Hi [redacted],

Thank you for evaluating LeaderGuide Pro.

Your activation key for the trial is: [redacted]

Regards,

Patrick Michaels
Director of Business Development

Free Trial Activation Code Sent By Email

1. Open the email and copy the free trial license key

How to Activate the LeaderGuide Pro Free Trial



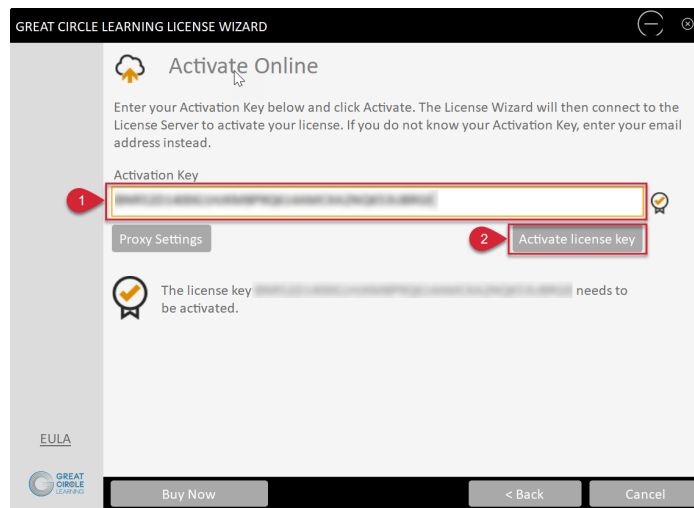
If You Don't Receive the Email

1. Check your spam and junk email boxes
2. Contact Us
 - a. (239) 389-2000
 - b. help@greatcirclelearning.com

If you receive a message about an error contacting the license server:

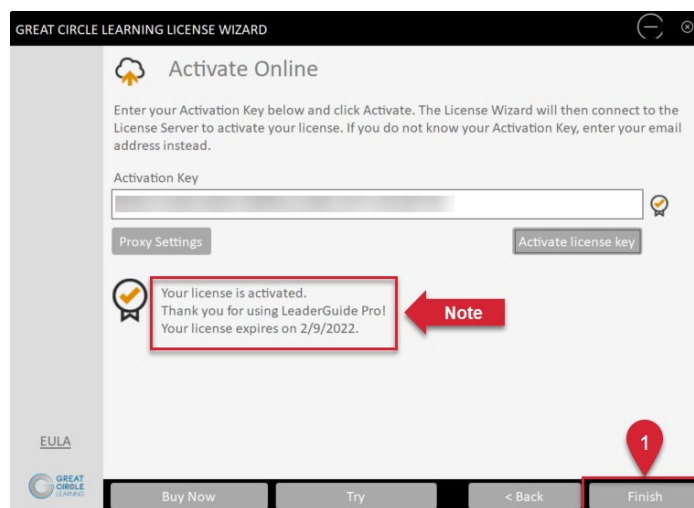
Please ask your IT group to Whitelist this secure URL:

<https://qlm1.net/gclearning/qlmlicenser/server/qlmservice.asmx>



Return to Activation Wizard

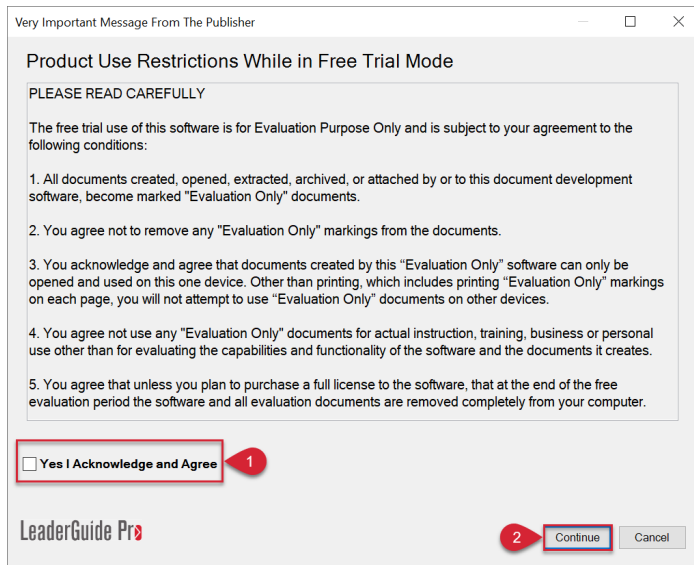
1. Paste in Activation Key from the email
2. Click **Activate License Key**



Activation Wizard Updates

1. Click **Finish**

How to Activate the LeaderGuide Pro Free Trial



Read Trial Restrictions

1. Mark to Acknowledge & Agree
2. Click **Continue**

