



LICENSE ACTIVATION

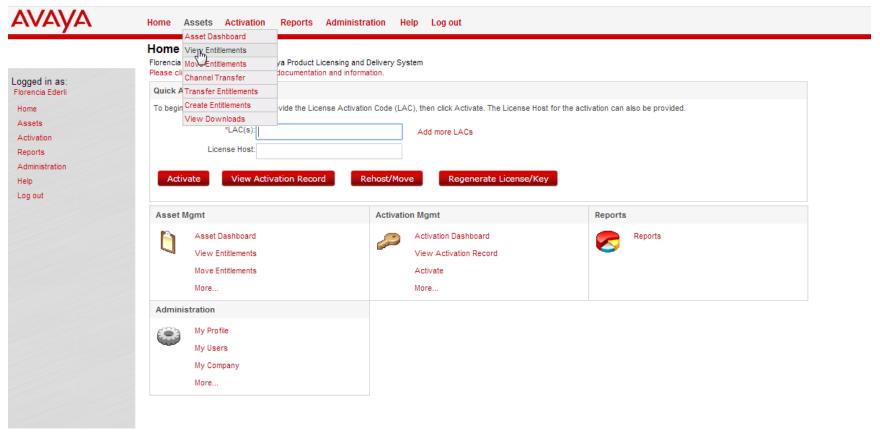
This document will show you how to activate licenses in PLDS.

In order to perform an activation, user will need a SAP order and the Host ID for the server.

Both the SAP order and the License Host will need to be listed under the same Company ID.

Search for the order

Go to Assets – View entitlements to look for the order.

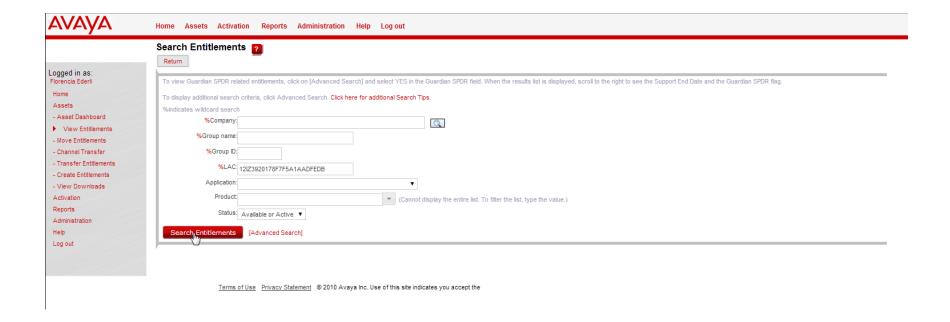


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Search Entitlements

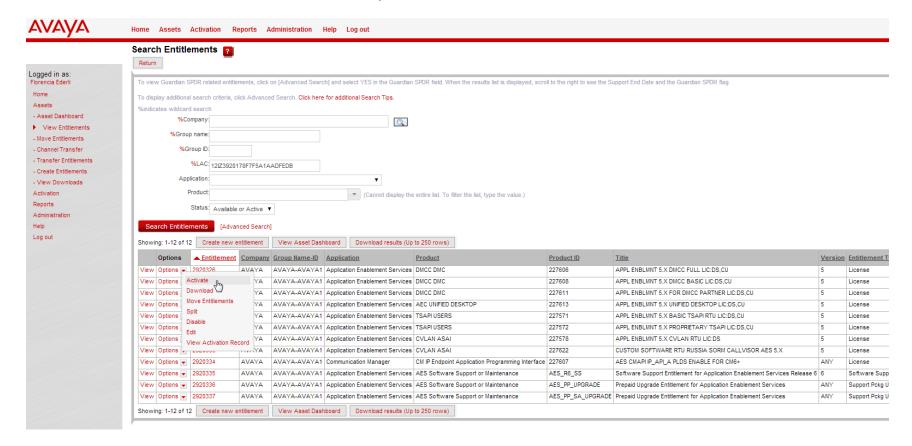
The easiest way to search for a SAP order in PLDS is by using the LAC code.

Orders can also be found by SAP Order #, Sold To #, etc. Some other options can be found under [Advanced Search].



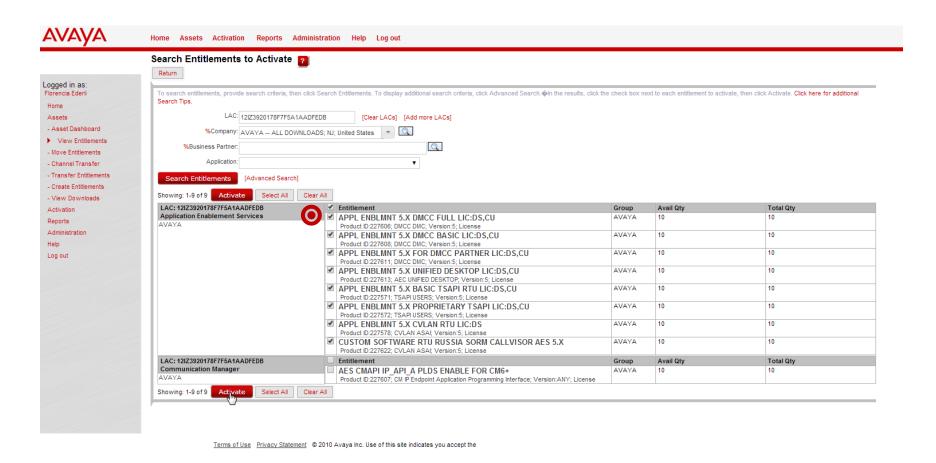
Activate

Select one of the available entitlements and click on Options – Activate.



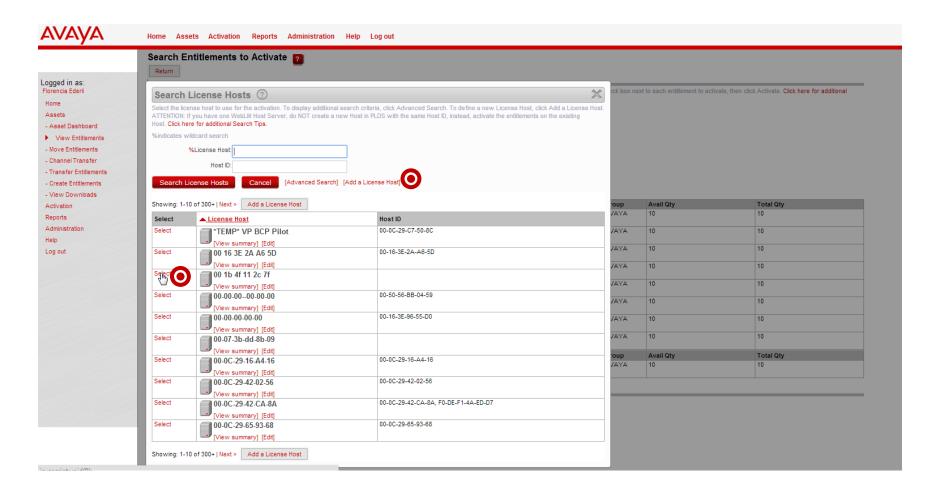
Select the entitlements

You will see a list of all Available entitlements under the order; you will need to select the ones you want to activate. Once the entitlements are selected, click on Activate.



Select the Host

You will see a list of available license hosts under the Company ID, you can either select one of them or create a new one. In order to create a new one, click on [Add a License Host].



Click Next

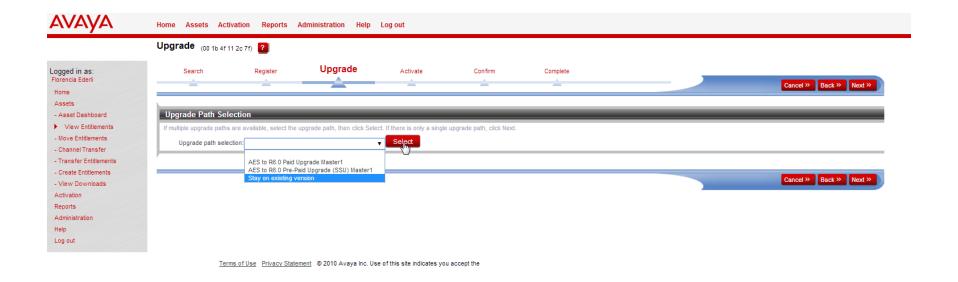


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Select the upgrade option

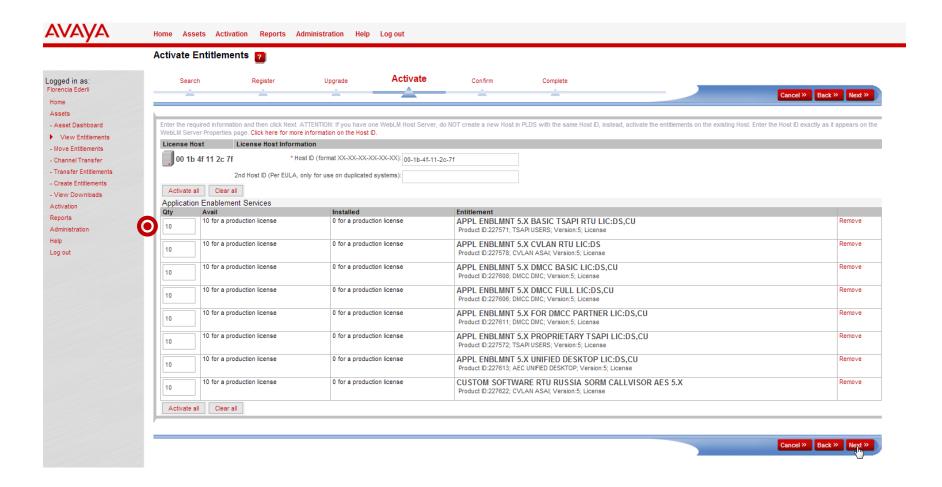
Depending on the release for the entitlements, you may have the option to upgrade them. There are different upgrade options: paid and pre-paid.

If you get these options, you will need to select one from the list. You can also choose to keep the entitlements on the existing version.



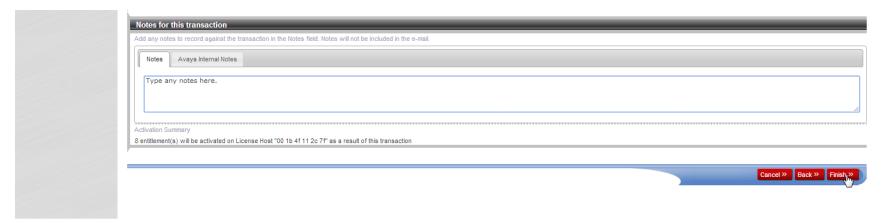
Select the quantity for the licenses

Choose the amount of each entitlement you want to activate.



Finish

Add any notes if necessary and click on Finish.



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