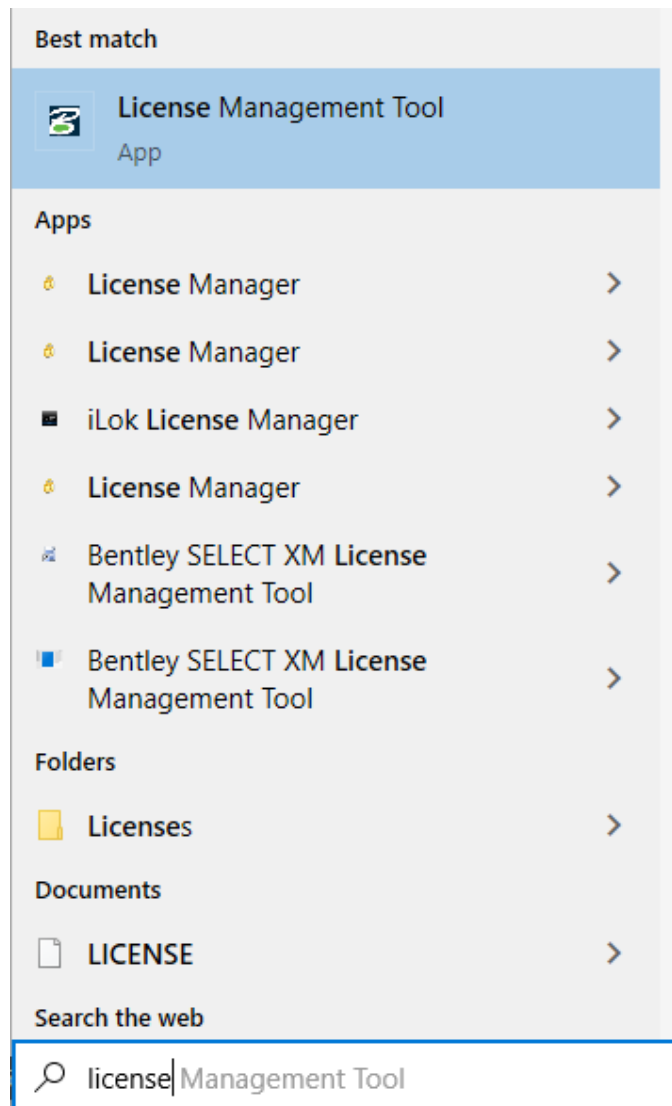


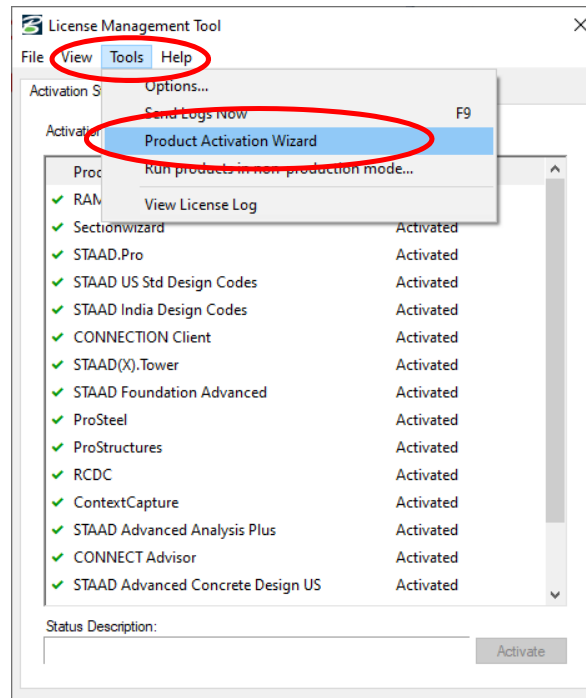
Activating as Non-Select or Node Locked user

Note: Connect to the Internet first.

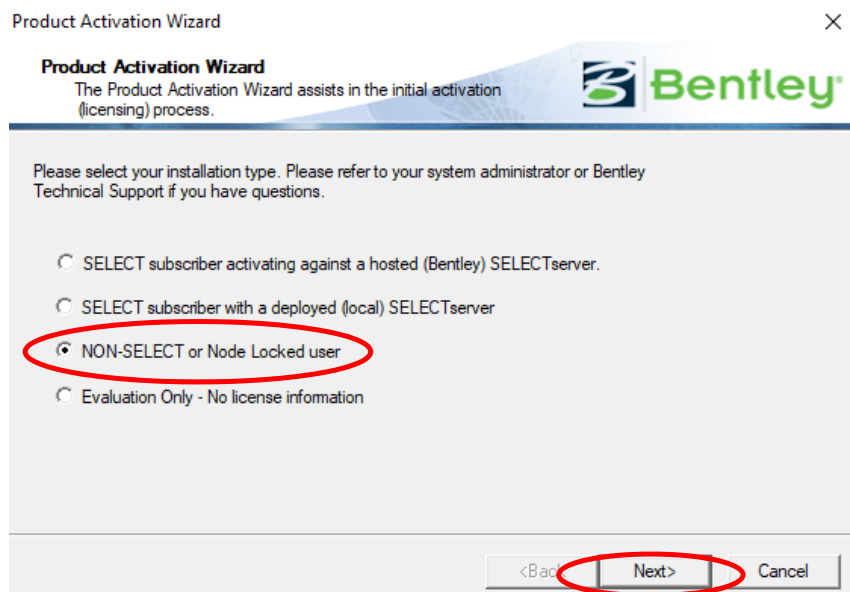
STEP 1. Open the **Bentley License Management Tool**. (Use the search function of your machine)



STEP 2. Click **Tools Menu** then click **Product Activation Wizard**.



STEP 3. You will want to verify that **NON-SELECT** or **Node locked** user is selected. Once selected, click **Next>** in the bottom right corner.



STEP 4. On the next screen, select the **second option**. Typically, you will have an Activation key to activate with. This is sent through fulfillment documentation once the perpetual license is created. Once selected, click **Next>** in the bottom right corner.

Product Activation Wizard

License Information
Please tell us if you have already received your license information from Bentley.

What license information do you already have?

I have a license file ready to import

I have an activation key

I do not have any license information

< Back Next > Cancel

STEP 5. Fill in the **Site Activation Key** in the Site Activation Key box. Once completed, check the **Use HTTPS (SSL)** check box then click **Test Connection** button to verify the activation key.

Product Activation Wizard

Activating against a SELECTserver
Please enter your SELECTserver information.

Please enter your SELECT Server information.

Server Name: productactivation.bentley.com

Site Activation Key: []

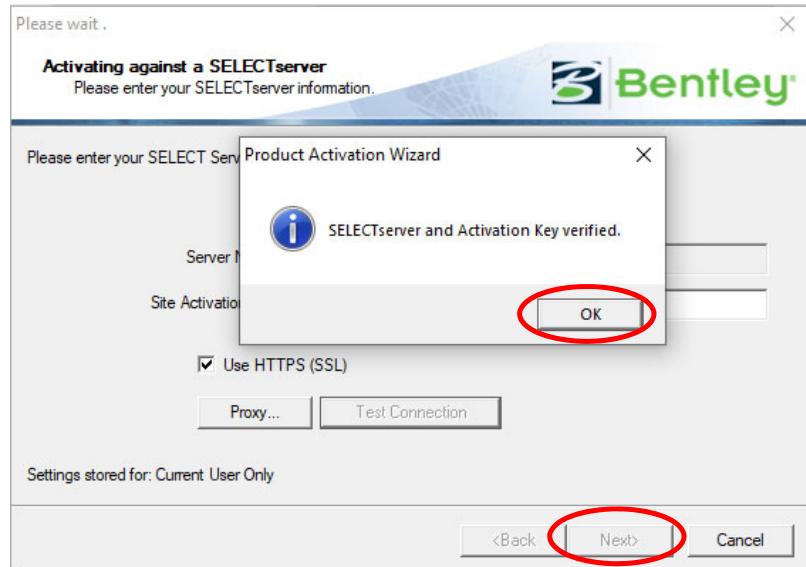
Use HTTPS (SSL)

Proxy... Test Connection

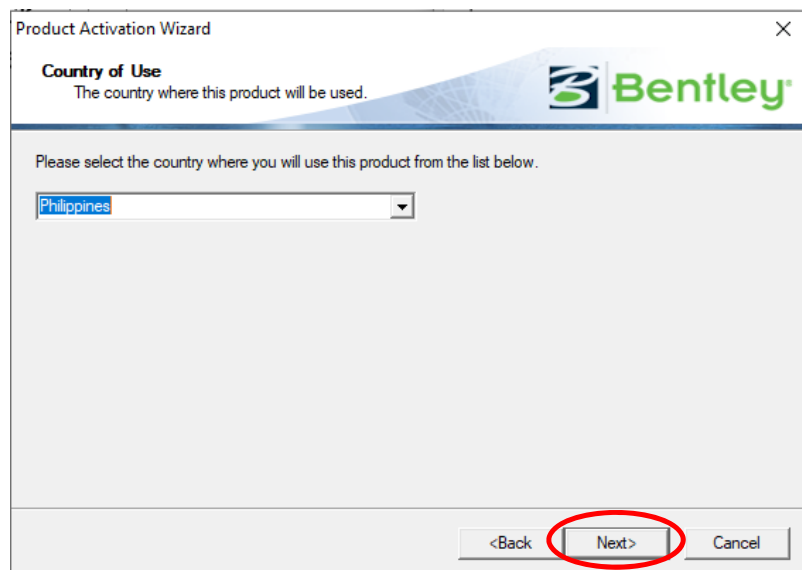
Settings stored for: Current User Only

< Back Next > Cancel

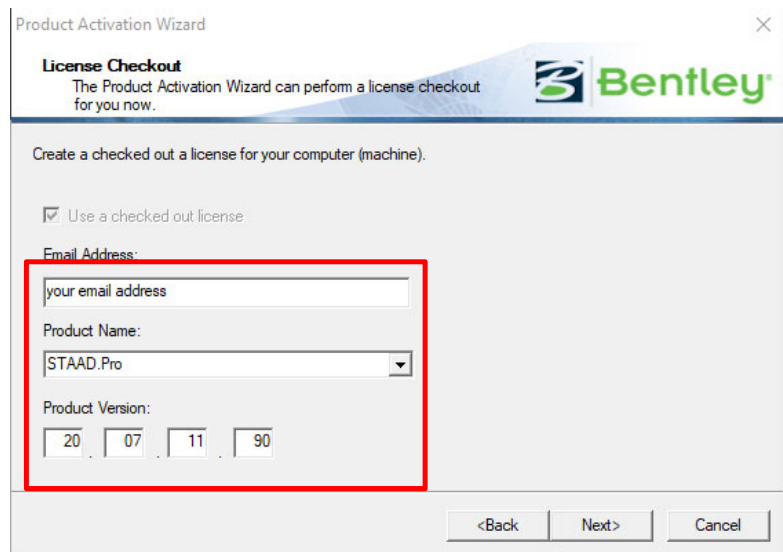
STEP 6. Once verified, click **OK** then click **Next>** in the bottom right corner.



STEP 7. Once a "Country of Use" is selected, click **Next>** in the bottom right corner.

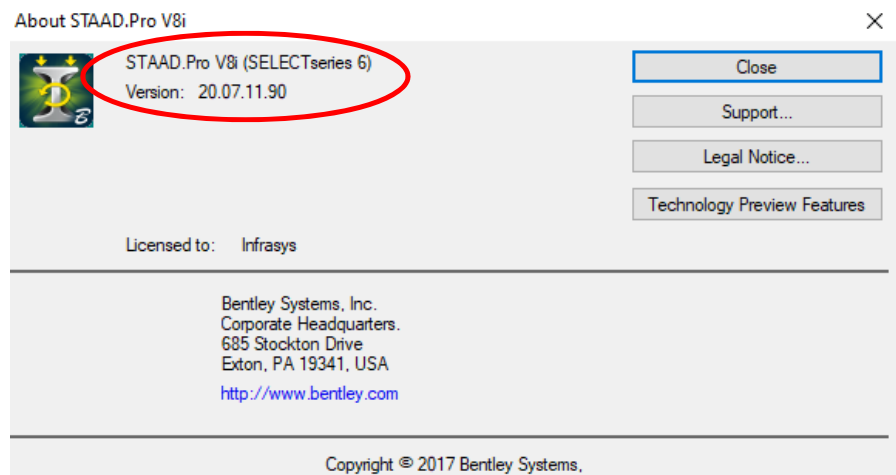
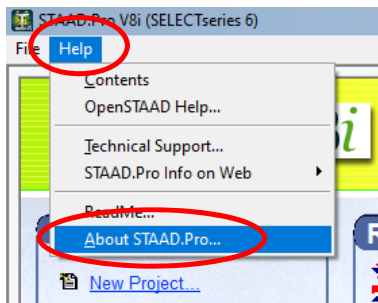


STEP 8. On the next screen, you are prompted with a “License Checkout” dialog. Fill out all the fields on the License Checkout screen. Once selected, click **Next>** in the bottom right corner.

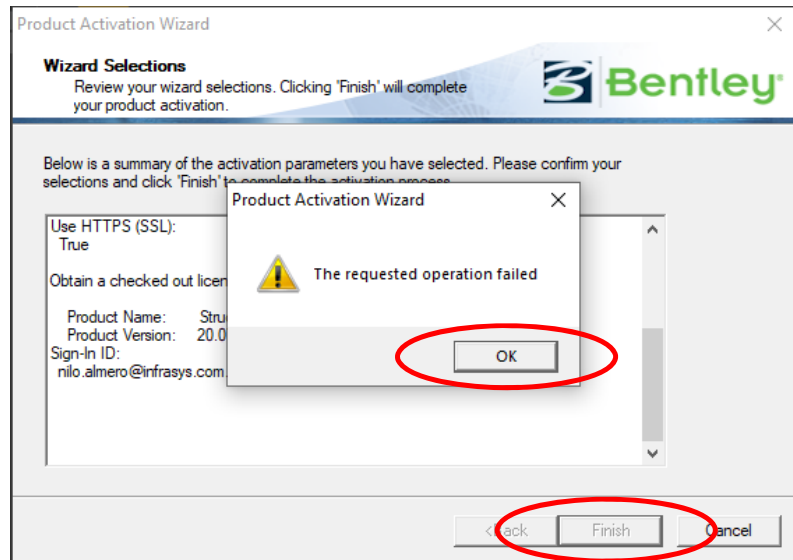


The image shows a 'Product Activation Wizard' dialog box with a 'License Checkout' section. The text reads: 'The Product Activation Wizard can perform a license checkout for you now.' Below this, it says 'Create a checked out license for your computer (machine).' There is a checked checkbox for 'Use a checked out license'. The 'Email Address' field contains 'your email address'. The 'Product Name' dropdown menu is set to 'STAAD.Pro'. The 'Product Version' is entered as '20.07.11.90'. At the bottom, there are buttons for '<Back', 'Next>', and 'Cancel'.

NOTE: The version number can be found by opening the product, clicking the **Help** menu and selecting **About <Product>**.



STEP 9. The final screen will give you a summary of licensing activation you just processed. Click **Finish**. You may get a message stating **The requested operation failed**. This is a non-fatal timeout error. Just ignore it and click **OK**.



STEP 10. The Activation is now complete. Click **Close**.

