STEP-BY-STEP INSTALLATION GUIDE

1. Goto http://www.xchangeit.com.au
2. Enter username and password.
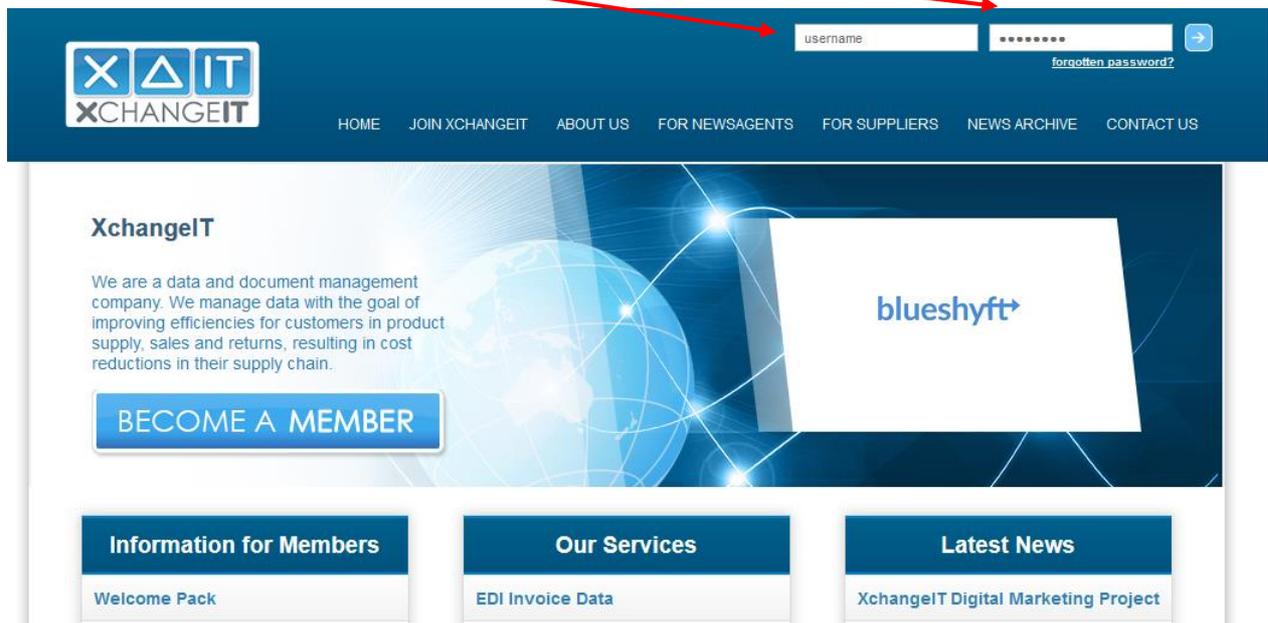
3. Select "My Account" and then "Newsagent Client" in the drop-down menu.
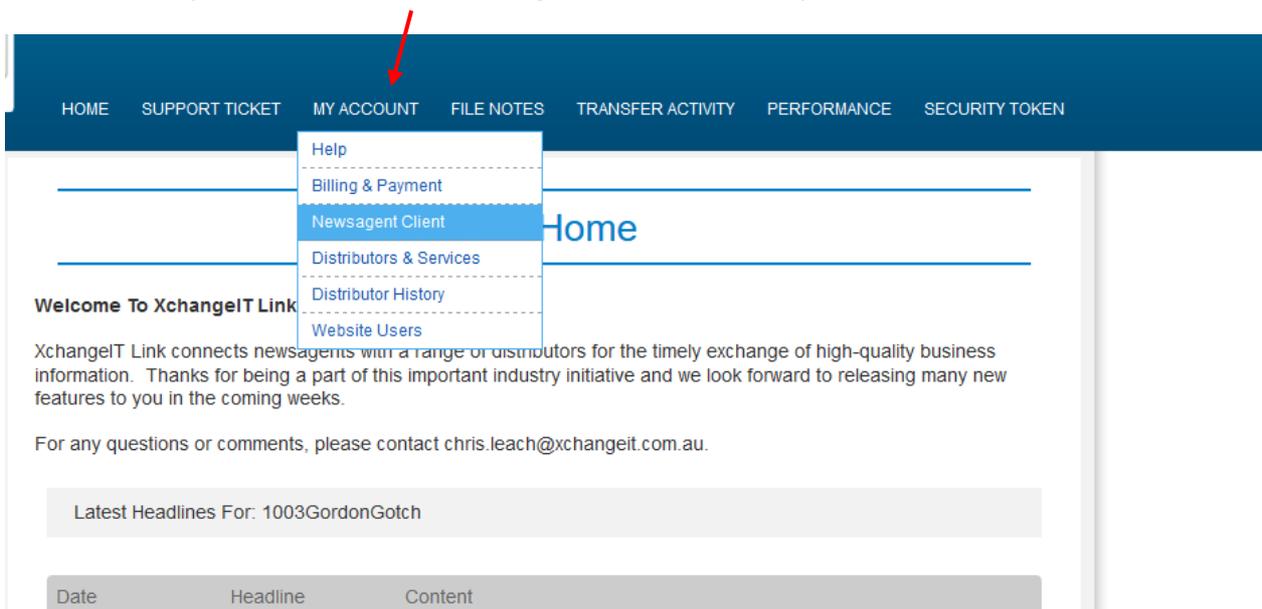
4. Click on "Reset Security Token" (you will use this token to activate the client to complete the installation process – take note of the email address the token will be sent to – you can type in a different email address if you need) and then click on "Download Client".
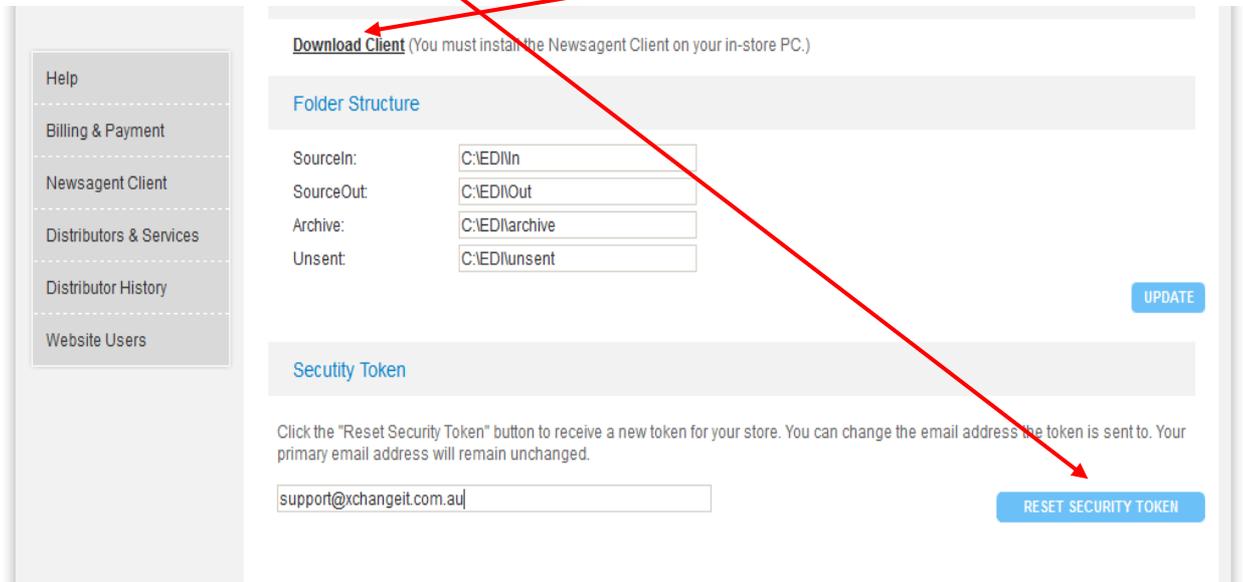
5. Click on "Install".

Please note:
- XchangeIT no longer supports Windows 2000, XP & Vista
- XchangeIT Link requires a minimum of Microsoft .NET Framework Ver. 3.5

6. Click "Run".
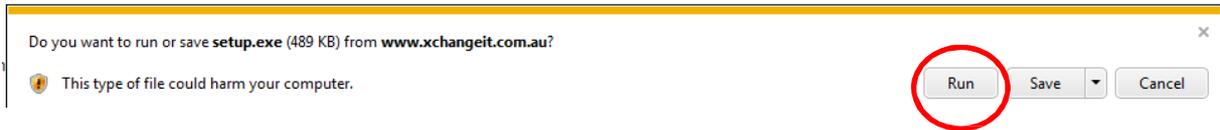
7. Installation of application begins.

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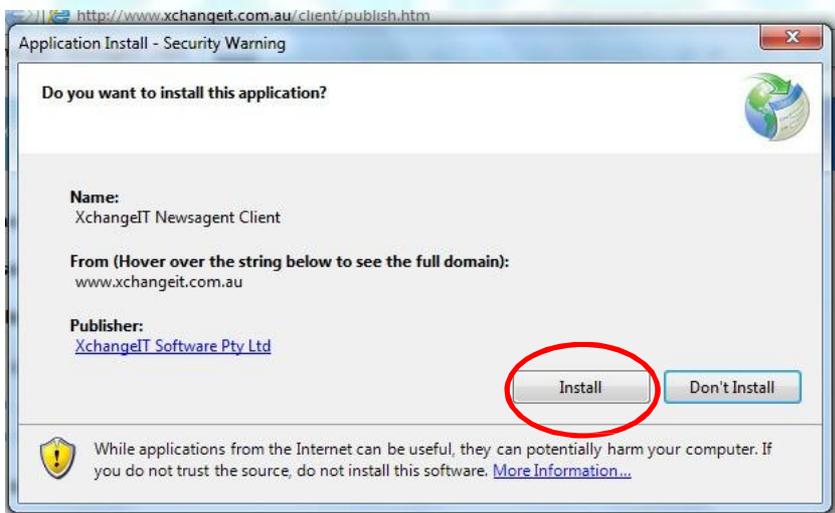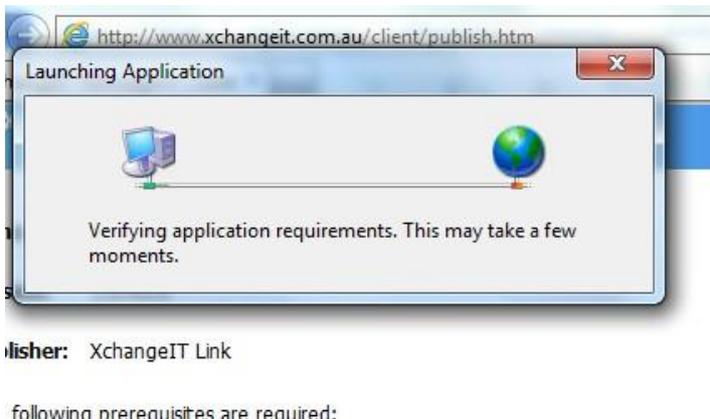
8. You should now see the loading screen:
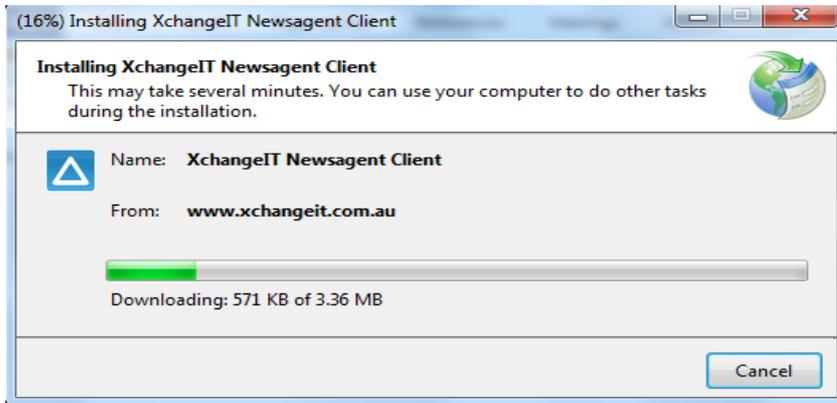
Then this...
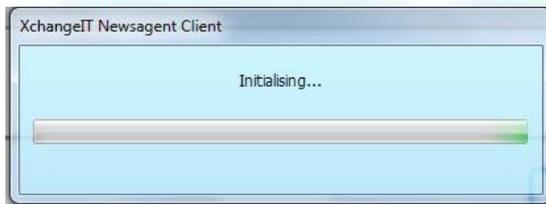
Click ok
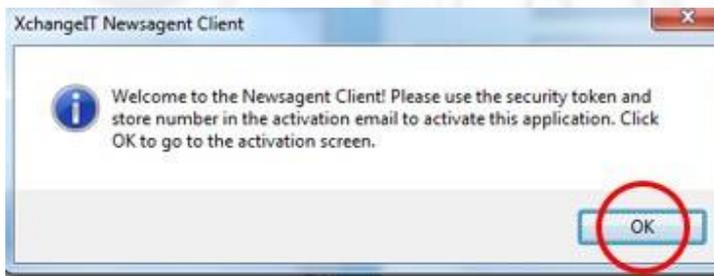
9. Refer to the email that was sent out to the selected email address for the security token:

Dearfrank 3,

Your security token has been reset by the XchangeIT Helpdesk. Details are as follows:

• Store Name: TEST XIT STORE 12
• Store Number: 1067
• Security Token: D5PQDSU8

You should use this to reset your XchangeIT Newsagent Client. To do this:

• Locate the PC where XchangeIT is installed
• Click the XchangeIT icon in the system tray (i.e. bottom right of the screen) so that the Newsagent Client is visible on screen
• Select the 'Configuration' tab
• Select the 'Reset' button (bottom right)
• Enter the Store Number and Security Token as shown above and press 'Activate'.

Regards,

XchangeIT *Link*
support@xchangeit.com.au
1300 551 212

10. Enter your XchangeIT store number and security token and click "Activate".
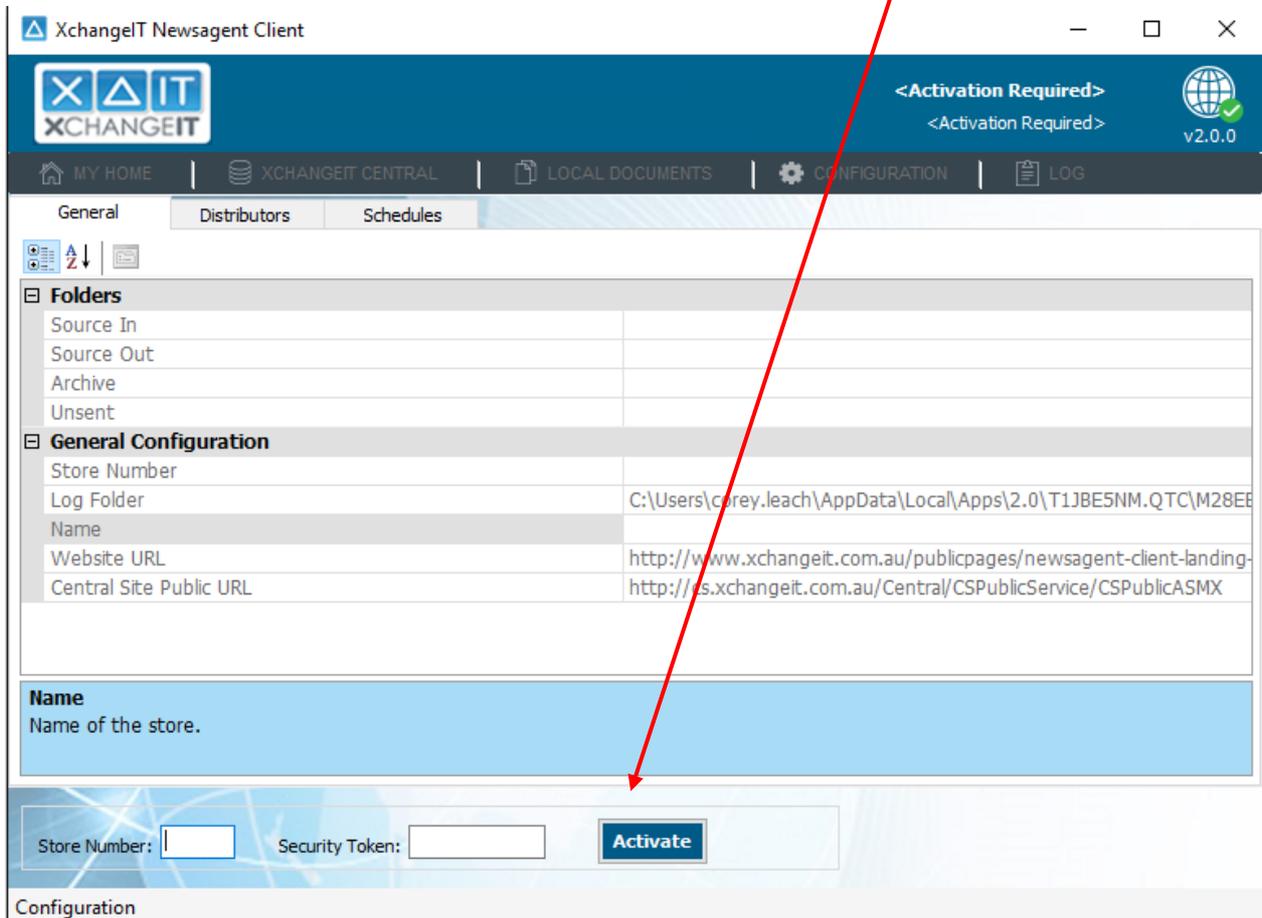
11. Click "OK" when prompted to download the latest configuration.
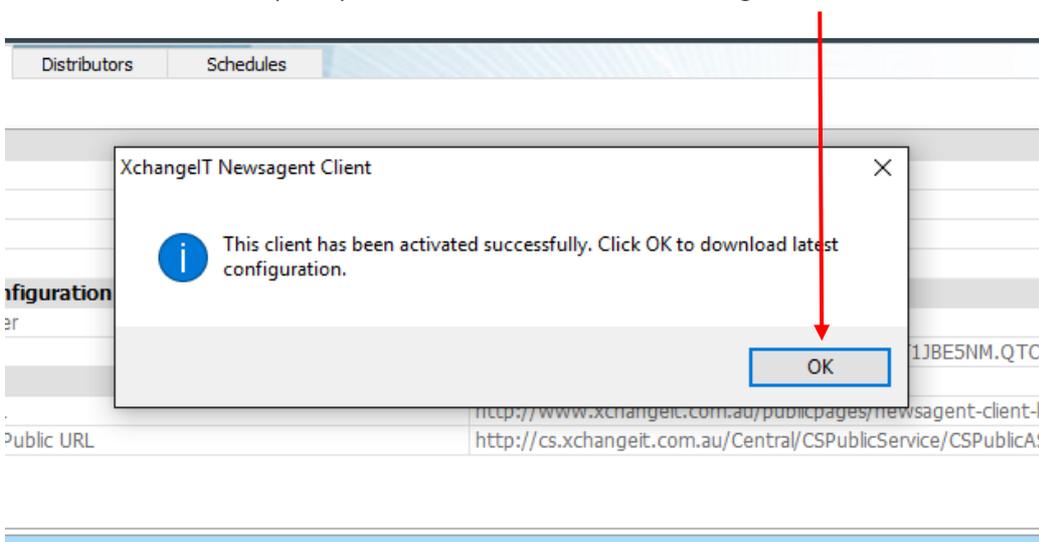
At this point the installation of the XchangeIT newsagent client is complete. If you are having issues installing or run into any problems please contact the XchangeIT helpdesk for assistance.

Phone: 1300 551 212 (option 1)
Email: support@xchangeit.com.au

Thank you.