

## Prism Registration Instructions

The method you use to activate Prism is determined by who owns or leases the computer and who is managing the activation.

- Student and employee licenses are managed by the end-user.
- **University** licenses are managed by either the end-user or by a department manager or IT group.

### Managed by the end-user

- 1. Complete this <u>OSL registration form</u> for each OSL order. Wait until you receive a message from GraphPad that you have been authorized to activate the license. This is likely to take 1-2 business days.
- 2. Install Prism on your computer.
- 3. Open Prism.
  - a. If this is the first time you have installed Prism on your computer, a registration window should appear.
  - b. If Prism is already installed, you need to change the serial number. Go to the **Prism Help Menu** and choose the option to **Enter New Serial Number**.
- 4. Copy the Serial Number from your Order Summary and paste it into the space for Serial Number.
- 5. Click on **Next Step**.
- 6. A web browser window should open with a registration form on the GraphPad website. This form has your Prism Machine ID, Serial Number, and Computer Name pre-populated. You need to complete the form using the following values.
  - MACHINE ID: pre-populated (do not change)
  - SERIAL NUMBER: pre-populated (do not change)
  - o EMAIL: email address you provided in the survey
  - o CONFIRM EMAIL: email address you provided in the survey
  - FIRST NAME: end-user's first name
  - LAST NAME: end-user's last name
  - INSTITUTION: University of Utah
  - COMPUTER: pre-populated (do not change)
- 7. Click on Submit.

#### Managed by a department manager or IT Group

- Complete this <u>OSL registration form</u> for each OSL order. Wait until you receive a message from GraphPad that you have been authorized to activate the license(s). This is likely to take 1-2 business days.
- 2. Install Prism on your computer.
- 3. Open Prism.



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- a. If this is the first time you have installed Prism on your computer, a registration window should appear.
- b. If Prism is already installed, you need to change the serial number. Go to the **Prism Help Menu** and choose the option to **Enter New Serial Number**.
- 4. Copy the Serial Number from your Order Summary and paste it into the space for Serial Number.
- 5. Click on Next Step.
- 6. A web browser window should open with a registration form on the GraphPad website. This form has your Prism Machine ID, Serial Number, and Computer Name pre-populated.
- 7. You need to complete the form using the following values (you are required to use the email address you specified in your survey, otherwise your registration will be invalid):
  - MACHINE ID: pre-populated (do not change)
  - SERIAL NUMBER: pre-populated (do not change)
  - EMAIL: email address you provided in your survey
  - o CONFIRM EMAIL: email address you provided in your survey
  - FIRST NAME: your group name
  - LAST NAME: type of group (i.e. lab, research, classroom etc.)
  - INSTITUTION: University of Utah
  - COMPUTER: pre-populated (do not change)
- 8. Click on Submit.
- 9. An activation message will be sent to the email address provided in the survey.

### Additional information is available on our <u>GraphPad FAQ page</u>.