

## 2. Setting up as a single user

First you need to download the program ...

Visit our site [reportplus.co.uk](http://reportplus.co.uk) and click on **Download** then **Download Full Version**

Follow the prompts clicking OK or Yes as required.

*If the program does not start automatically, locate the InstallPlus file in your downloads and then click run.*

1. Once the program has loaded you need to click on the 'Demo' mode red lock icon.

2. When the program opens click the help menu button at the top of the screen.

Select the "Enter Voucher Code" option.

3. Think of a memorable licence name and password and enter these on the top line.

Now enter the voucher code we will have emailed to you when you paid for your licence.

Once you have done this click 'Submit'

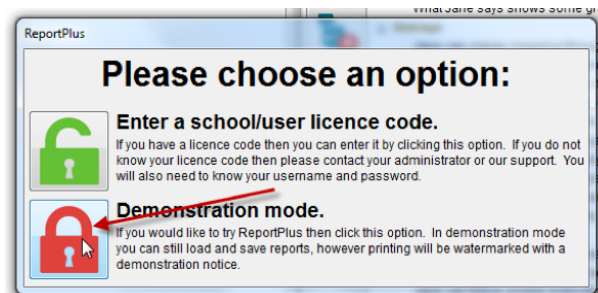
The program will now fully open and your licence will last one year from the date you enter the voucher code.

All you need to do now is add your pupil list by clicking on the add pupils icon.

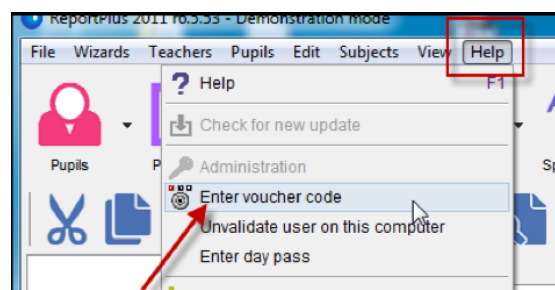
In the 'Resources' section of our web site there is a Teacher Quick Start which will guide you through the various features of the program .

There is also an Admin Quick start if you need to change the list of subjects you teach.

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