
Sage Pastel Online Registration Guide

Pastel Xpress and Partner, Versions 8 - 11

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[Register Pastel Version 11](#)

.....

On line Registration Steps:

Registering Your Pastel Version 8 (2005)

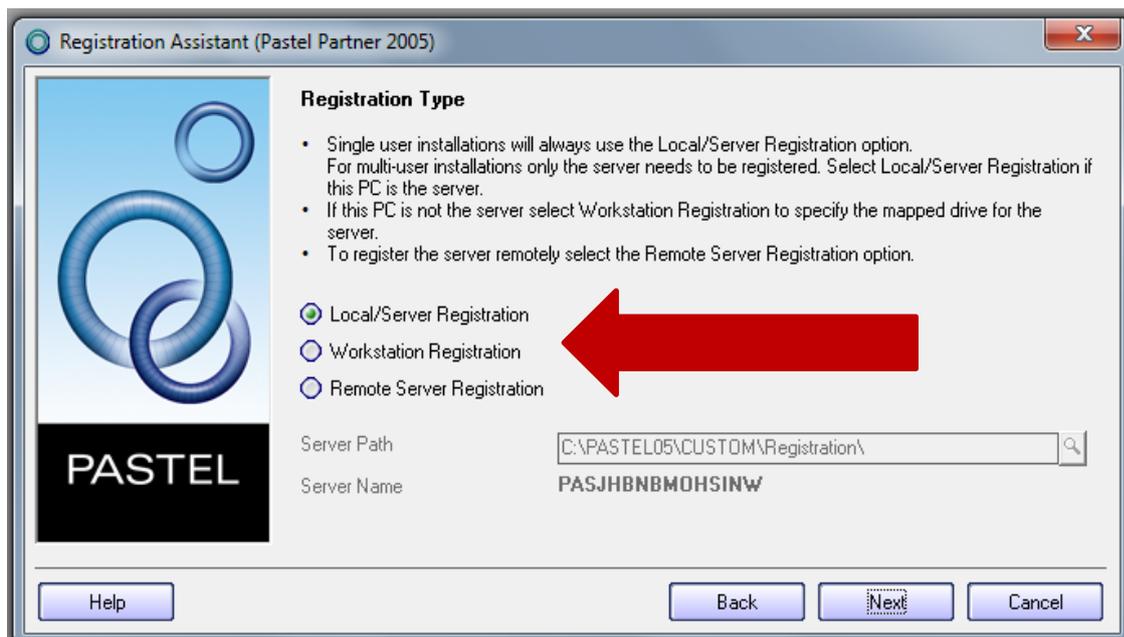
For assistance with registering your Pastel V8 package, please follow the steps below:

Once you have completed the installation of your V8 software, please open Pastel on your computer. The registration wizard will automatically launch in order for you to update and register the upgraded software.

If you have already installed the Pastel software, please click on Help | About to launch the registration wizard.

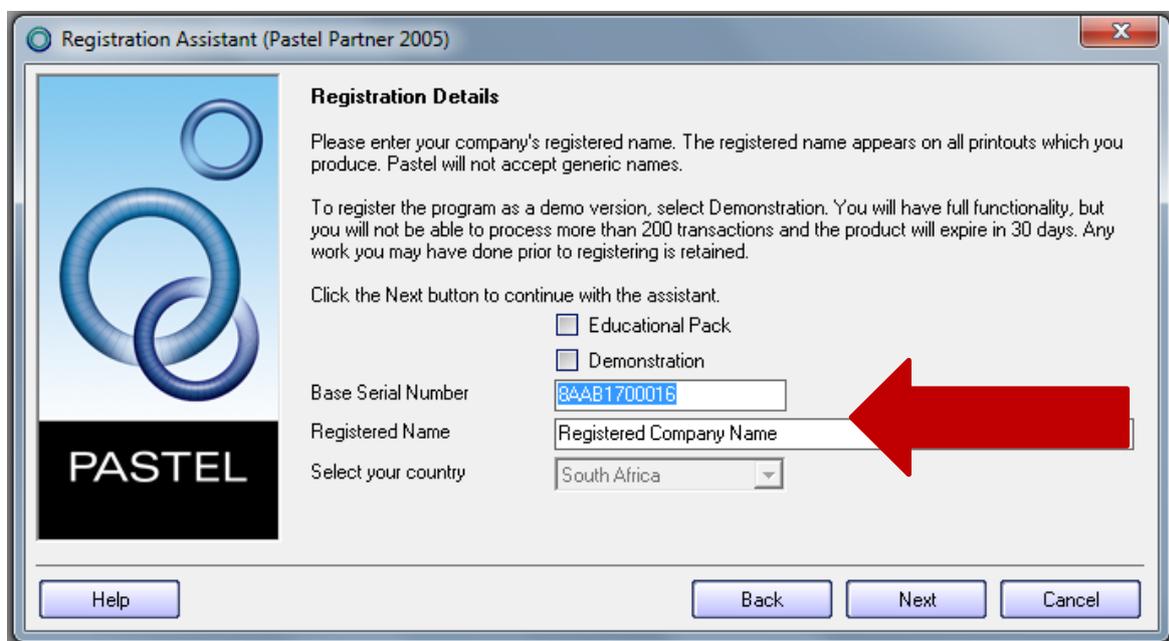


On the Welcome to Pastel screen click on Next



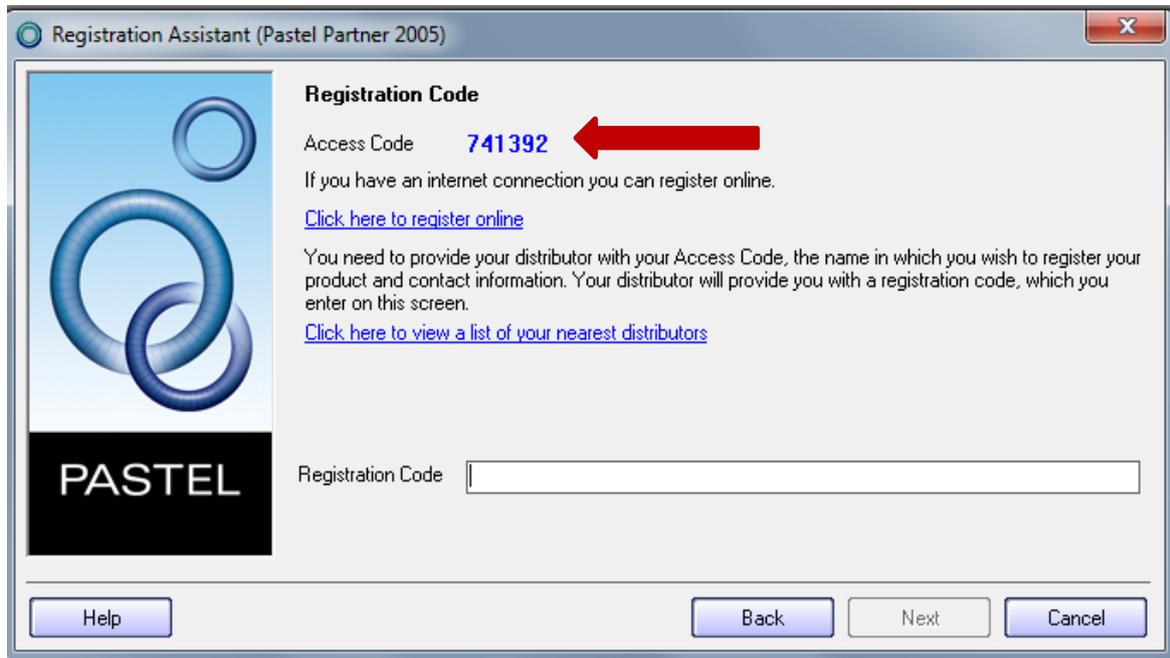
If you are a Single user or registering your Server PC, please select [**Single User / Server registration**] and click on **Next**

If you are registering one of your Workstations, please select [**Workstation/Registration**]. You will need to ensure that you have a network and mapped your workstations to your server pc



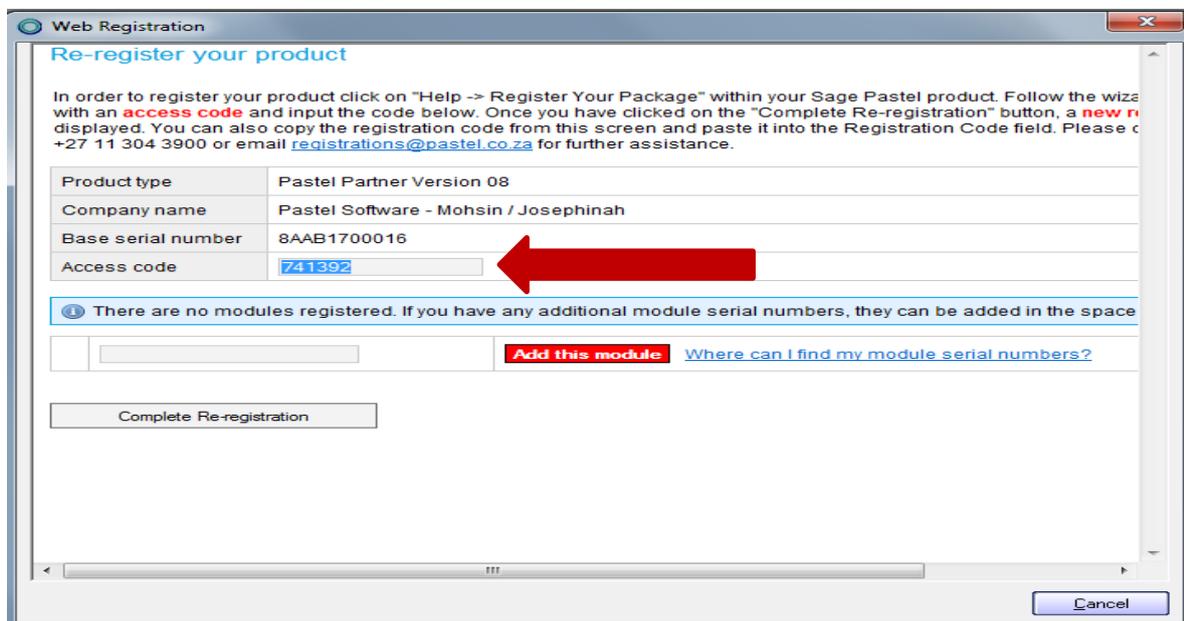
You will be required to insert your Base Serial number and Registered Company name and then click on **Next**

Please do not select Educational Pack and Demonstration



Please make a note of the Access Code shown on the top of the screen in **Blue** as this will need to be confirmed on the next screen.

For online registration, please “Click here to register online” option.



Confirm that the **Access code** in your Pastel Software corresponds to the **Access code** appearing on the Web screen. If they do not match you will need to enter the Access code that appears in your Pastel Software in the required field on the Web page.

Web Registration

Re-register your product

In order to register your product click on "Help -> Register Your Package" within your Sage Pastel product. Follow the wizard with an **access code** and input the code below. Once you have clicked on the "Complete Re-registration" button, a **new registration code** is displayed. You can also copy the registration code from this screen and paste it into the Registration Code field. Please call +27 11 304 3900 or email registrations@pastel.co.za for further assistance.

Product type	Pastel Partner Version 08
Company name	Pastel Software - Mohsin / Josephinah
Base serial number	8AAB1700016
Access code	<input type="text" value="741392"/>

There are no modules registered. If you have any additional module serial numbers, they can be added in the space below.

Add this module [Where can I find my module serial numbers?](#)

Step 1 (points to the input field)

Step 2 (points to the "Add this module" button)

Step 3 (points to the "Complete Re-registration" button)

Should you have **additional modules**, you will need to enter the serial numbers in the highlighted field. Once the serial number has been entered, click on the **"Add this module"** option displayed in red, alternatively any existing modules will be listed in this field.

Once the Access code has been confirmed and all additional modules have been added, please click on the **"Complete Re-registration"** option at the bottom of the screen.

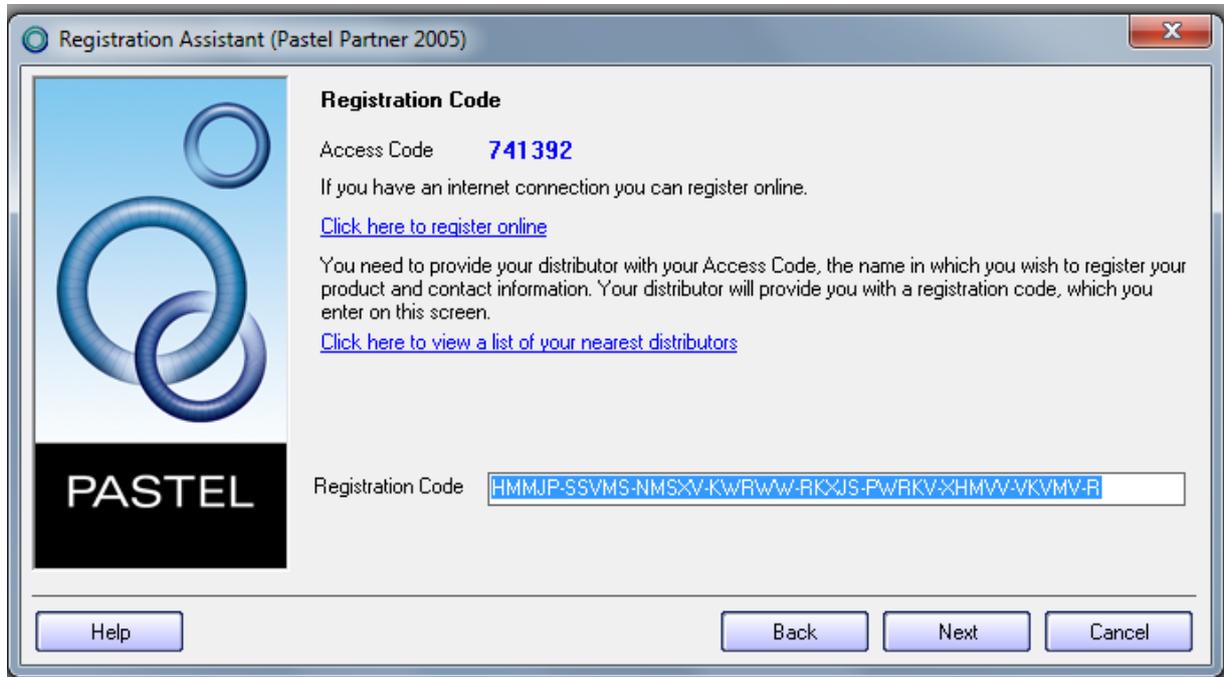
Web Registration

Re-registration Complete

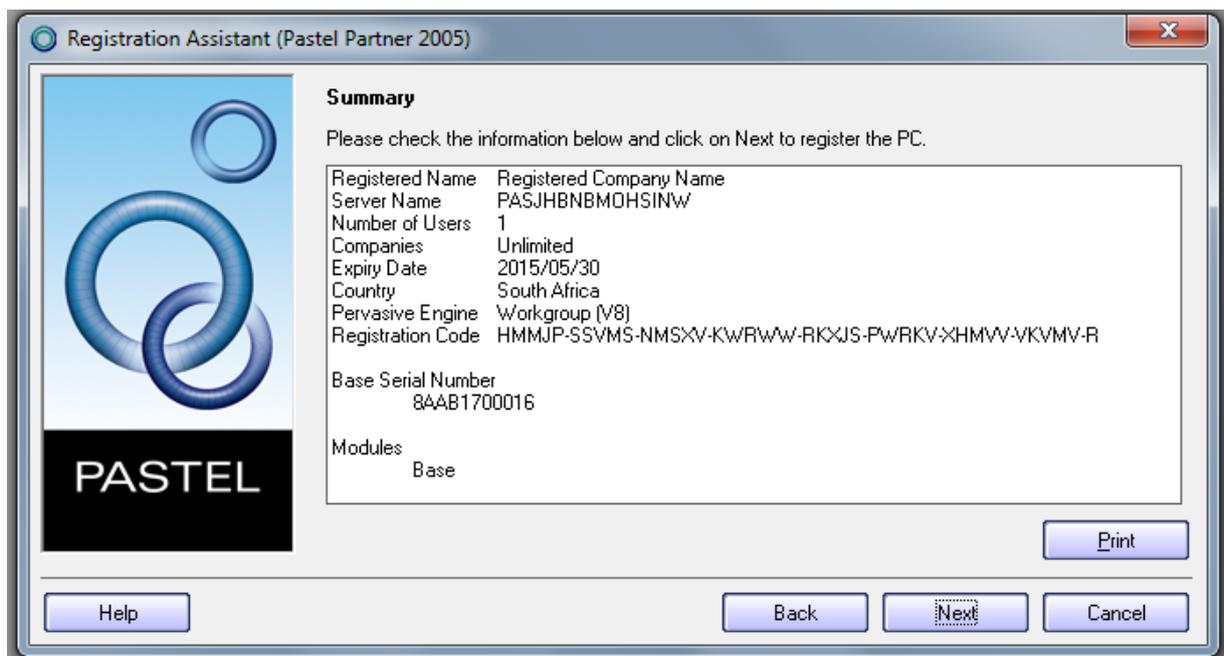
The re-registration process is complete. [Where do I enter my registration code?](#)

Product type	Pastel Partner Version 08
Registration Code	HMMJP-SSVMS-NMSXV-KWRWWW-RKXJS-PWRKV-XHMVV-VKVMV-R

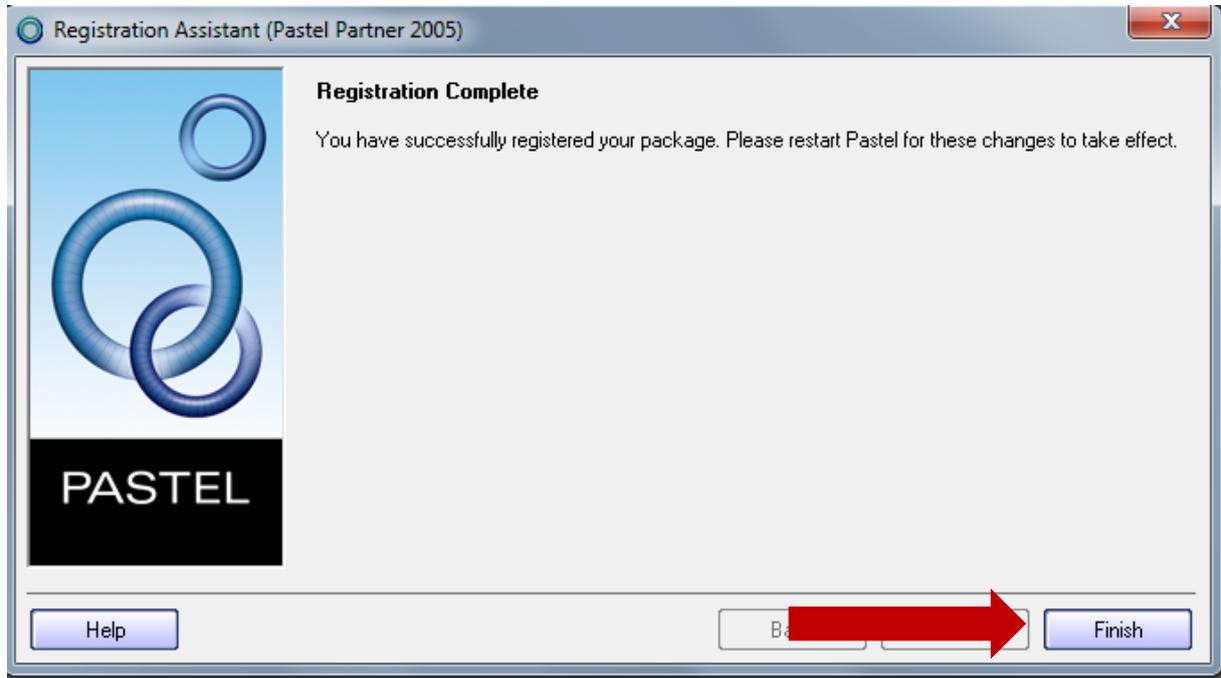
You will be presented with your new registration code. Please copy the **registration code** and **paste** it in the registration code field in your Pastel software.



Once the registration code has been pasted, click on the **Next** option



A Summary screen will appear after you have clicked on the Next option which will confirm your registration details. Click on **Next**



Click on **Finish**

To ensure that there are no errors and for settings to take effect, please close and re-open your Pastel software.

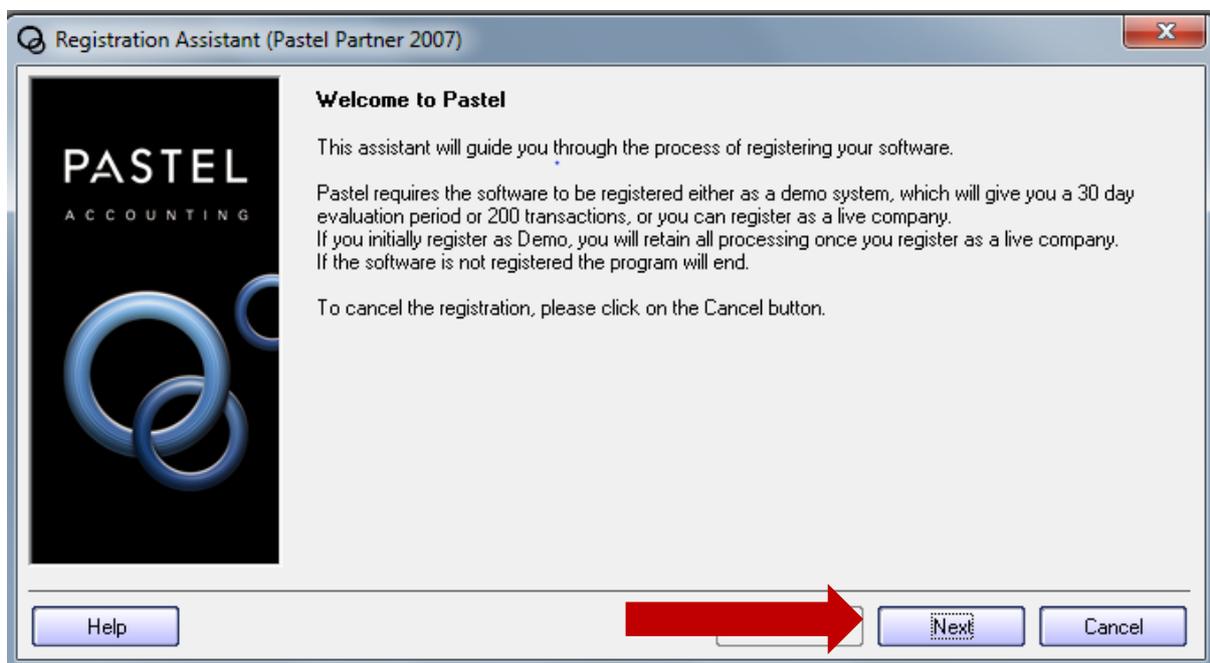
On line Registration Steps:

Registering Your Pastel Version 9 (2007)

For assistance with registering your Pastel V9 package, please follow the steps below:

Once you have completed the installation of your V9 software, please open Pastel on your computer. The registration wizard will automatically launch in order for you to update and register the upgraded software.

If you have already installed the Pastel software, please click on Help | About to launch the registration wizard.

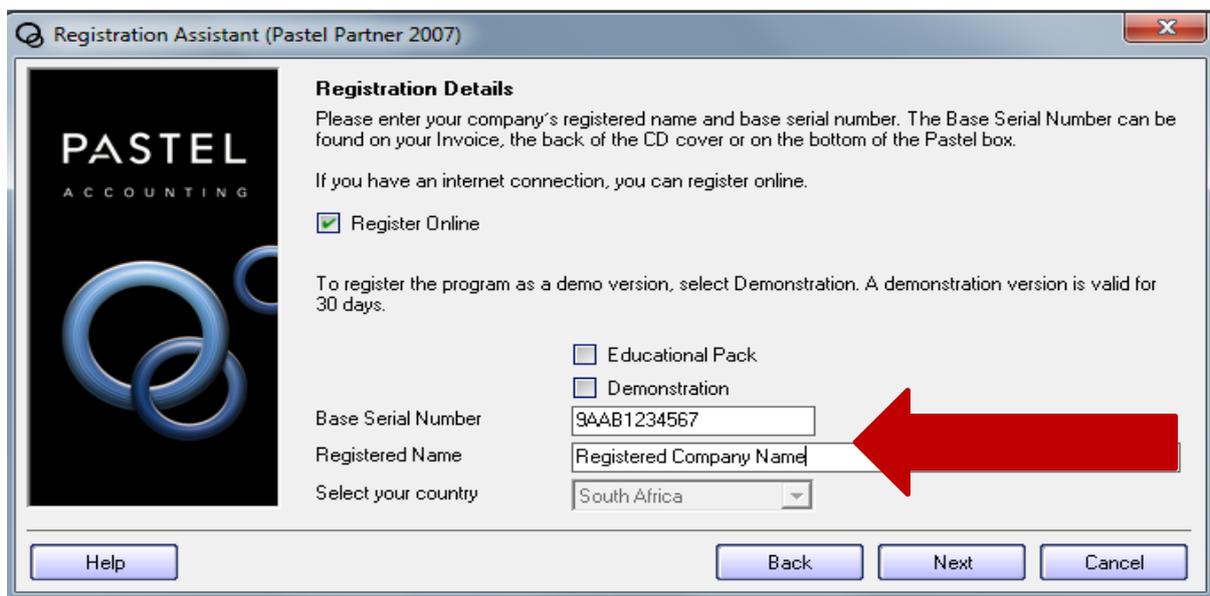


On the Welcome to Pastel screen click on **Next**



If you are a Single user or registering your Server PC, please select [Single User / Server registration] and click on Next

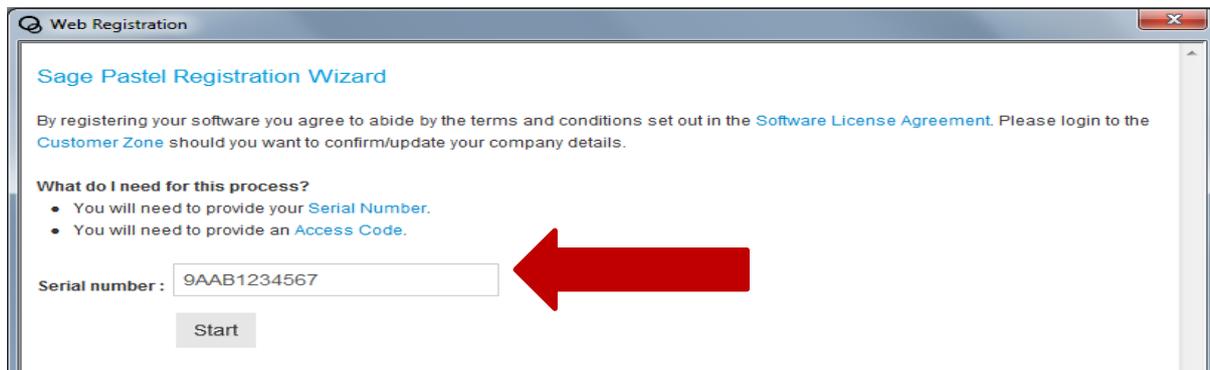
If you are registering one of your Workstations, please select [Workstation/Registration]. You will need to ensure that you have a network and mapped your workstations to your server PC.



You will be required to insert your **Base Serial** number and **Registered Company** name and then click on **Next**

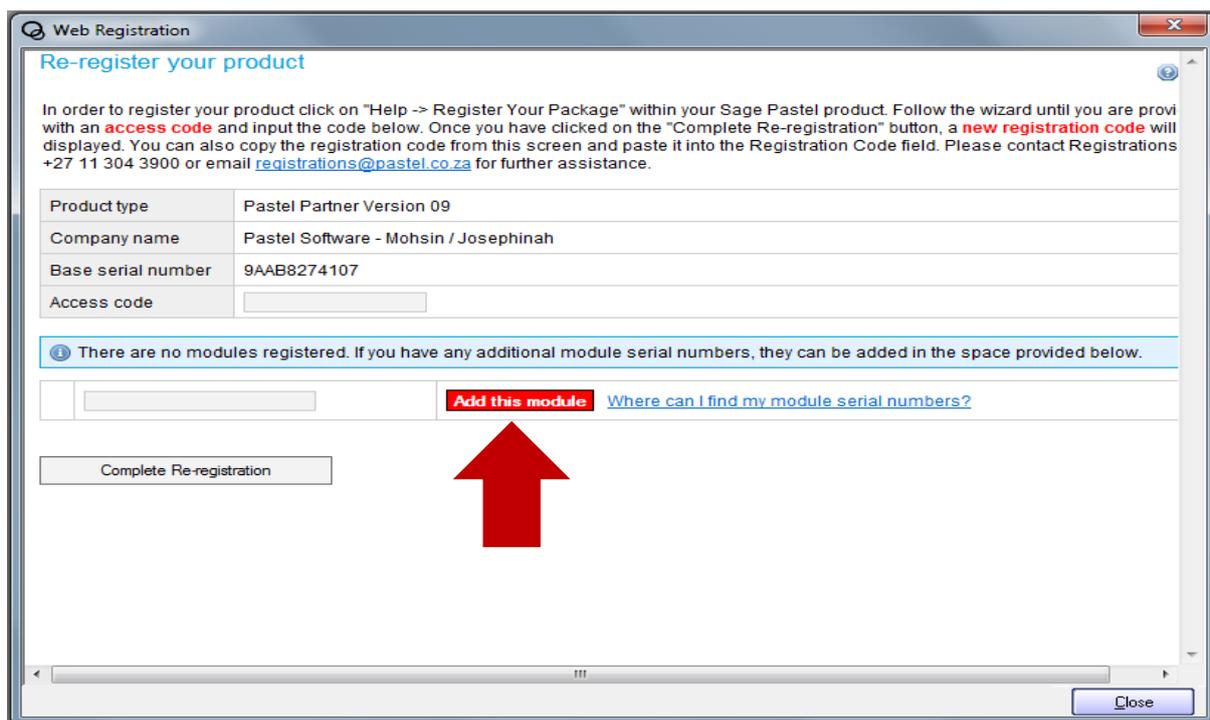
Please do not select Educational Pack and Demonstration.

For online registration, please “Click here to register online” option.



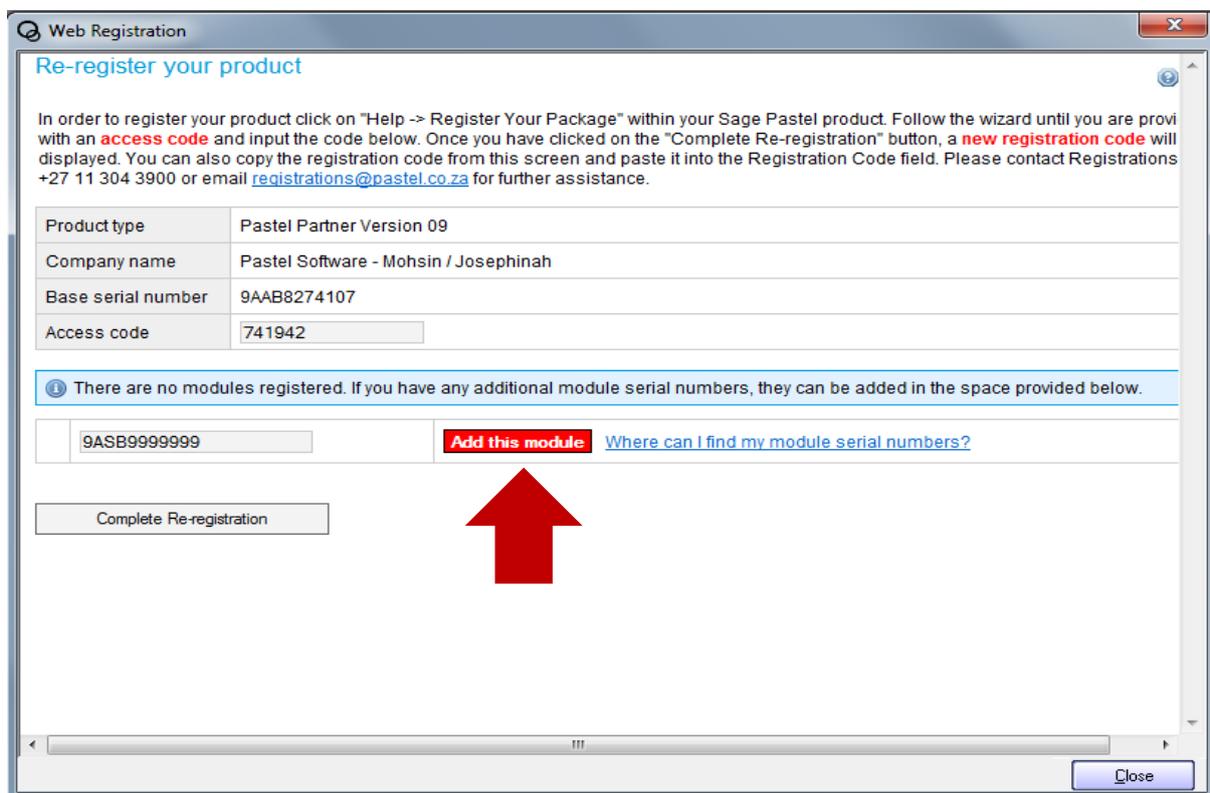
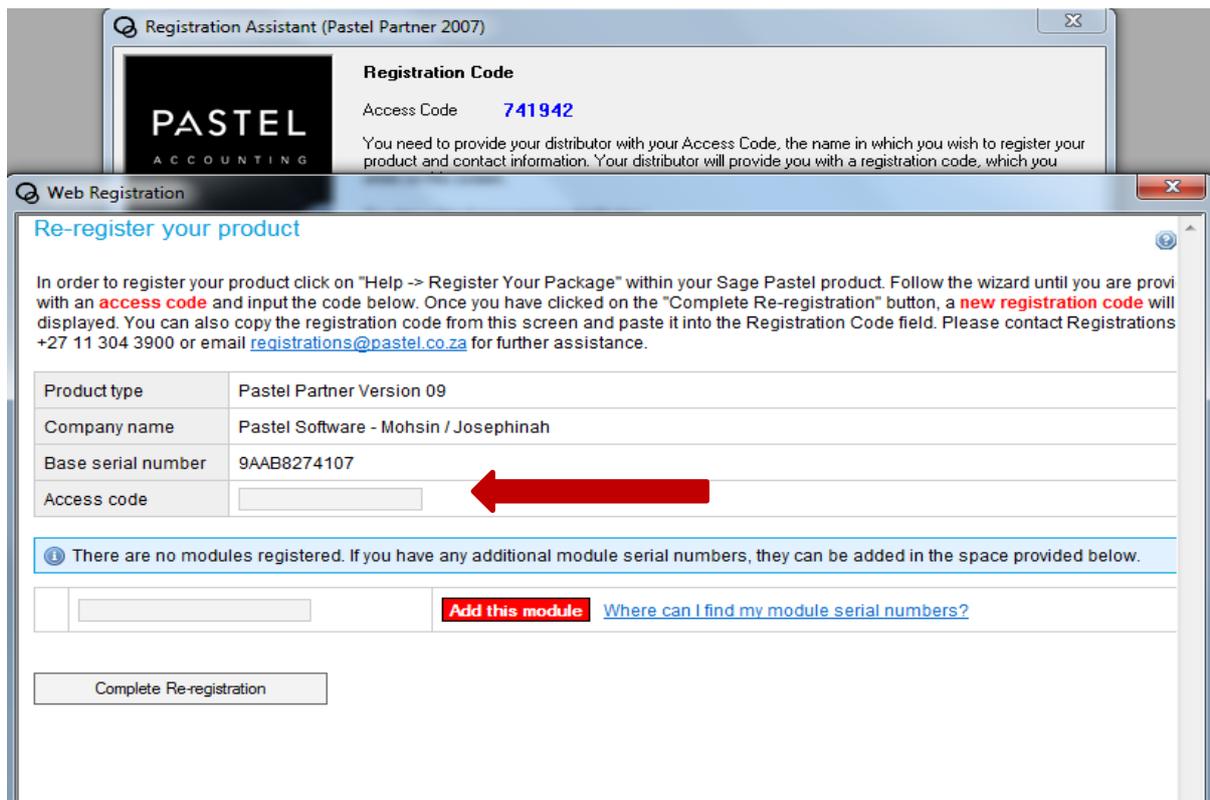
On this screen, you will need to enter your Base Serial number.

Click on **Start** to proceed with the registration



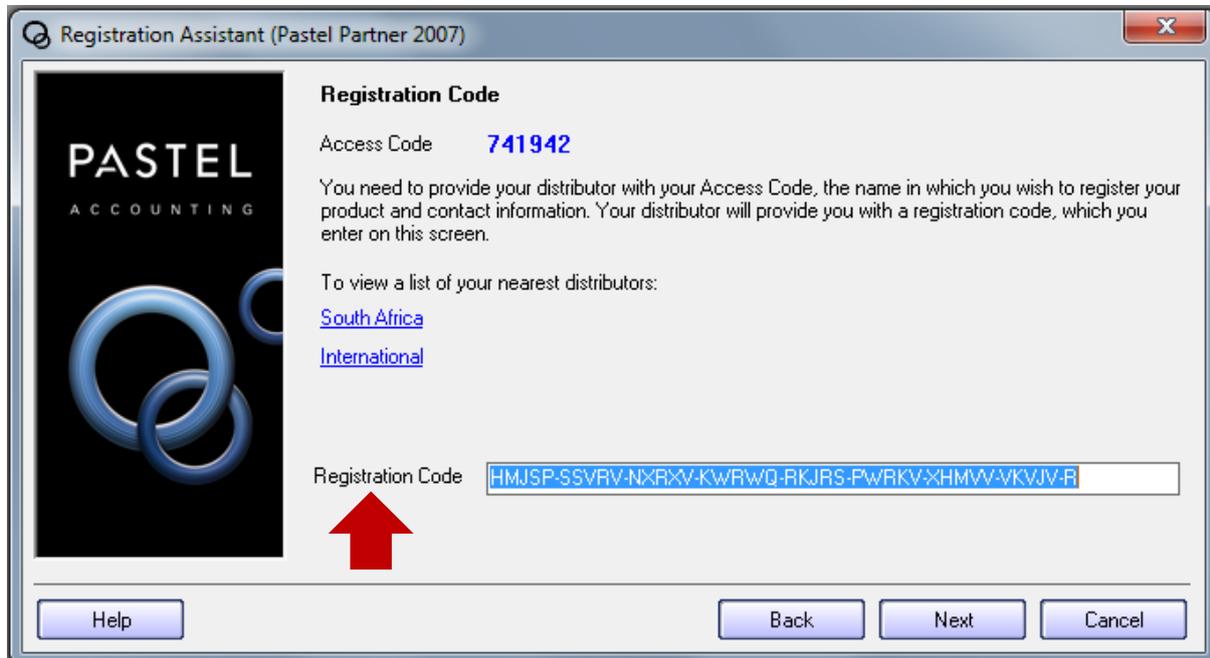
You will need to confirm & insert your **Access code** in the access code field above.

If you are unsure of what your access code is, click on the web screen and **drag it down** to see what your access code is in your Pastel software. .



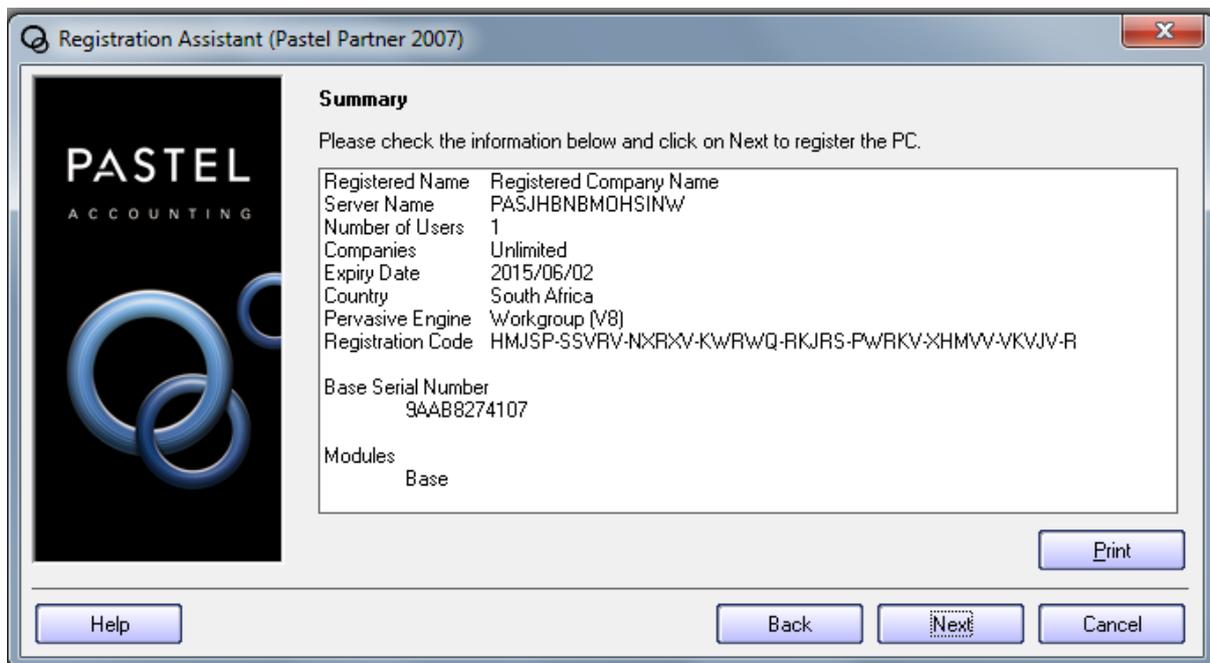
Should you have **additional modules** you will need to enter the serial numbers in the highlighted field. Once the serial number has been entered, click on the **"Add this module"** option displayed in red, alternatively any existing modules will be listed in this field.

Once the Access code has been confirmed and all additional modules have been added, please click on the “Complete Re-registration” option at the bottom of the Web screen.

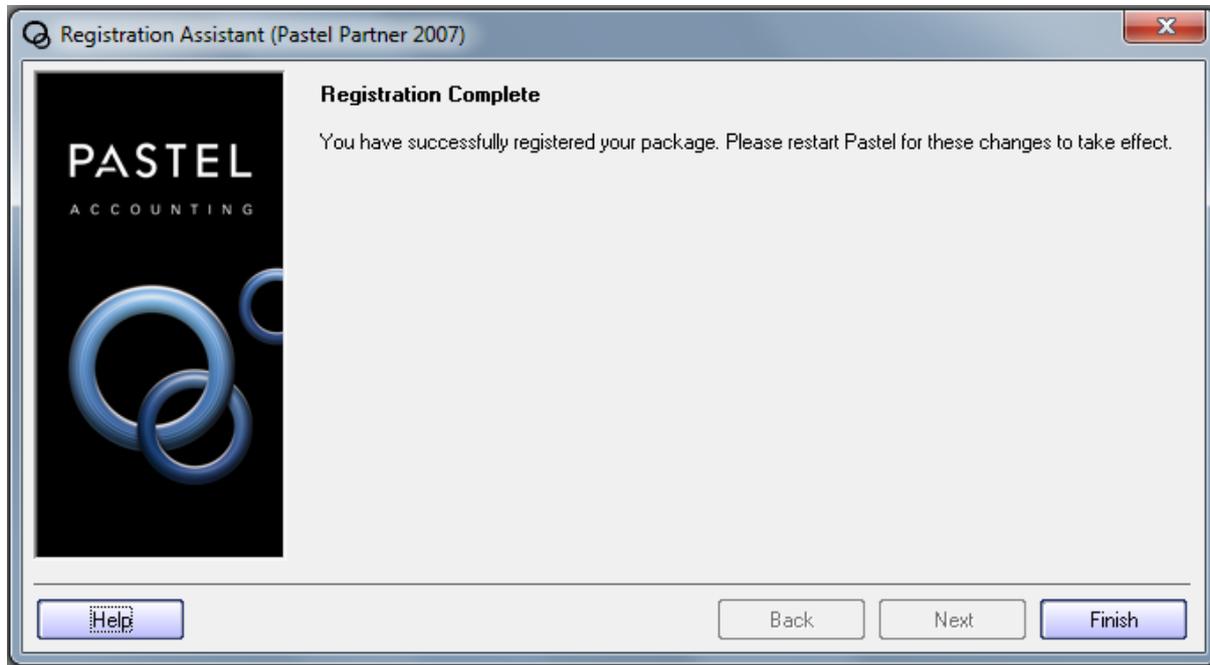


Your registration code will **automatically** pull through and populate into the “Registration Code” field highlighted above.

Click on **Next** to continue



A Summary screen will appear after you have clicked on the Next option which will confirm your registration details. Click on **Next**



Click on **Finish**

To ensure that there are no errors and for settings to take effect, please close and re-open your Pastel software.

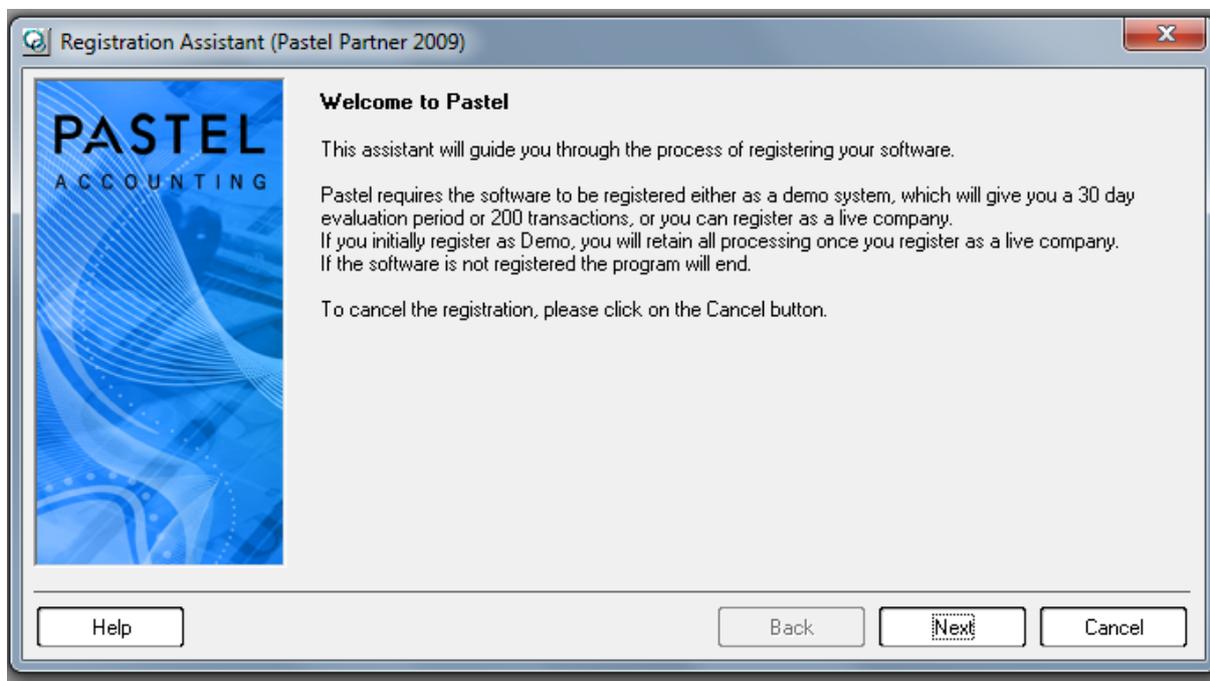
On line Registration Steps:

Registering Your Pastel Version 10 (2009)

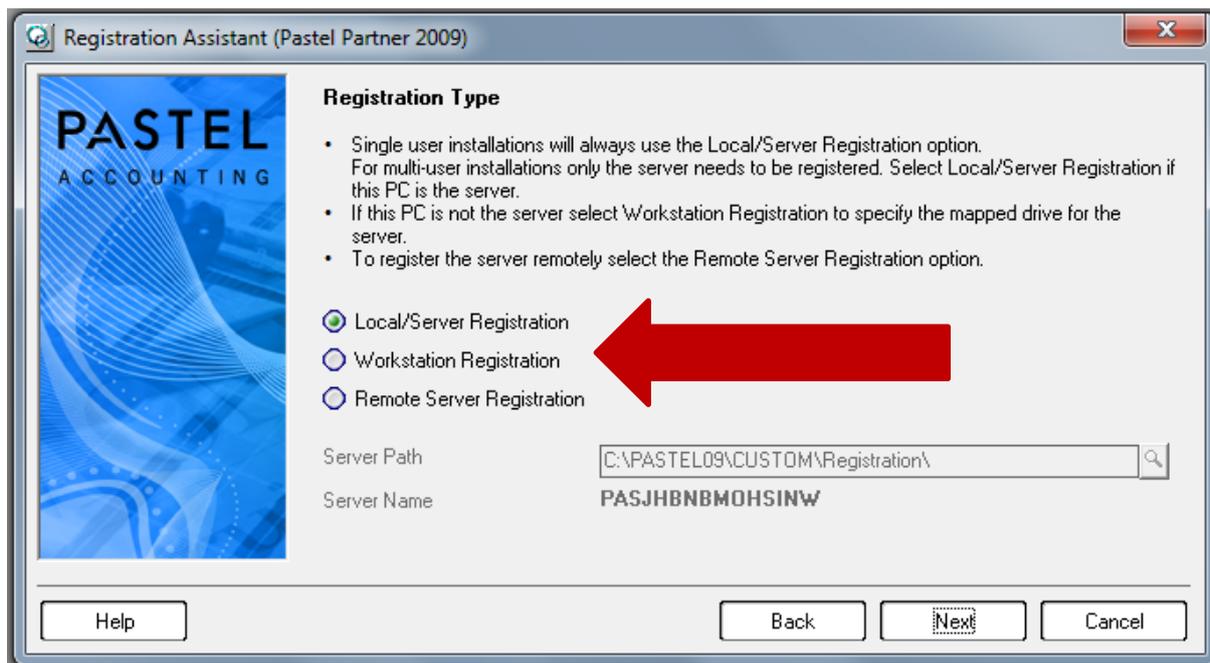
For assistance with registering your Pastel V10 package, please follow the steps below:

Once you have completed the installation of your V10 software, please open Pastel on your computer. The registration wizard will automatically launch in order for you to update and register the upgraded software.

If you have already installed the Pastel software, please click on Help | About to launch the registration wizard.

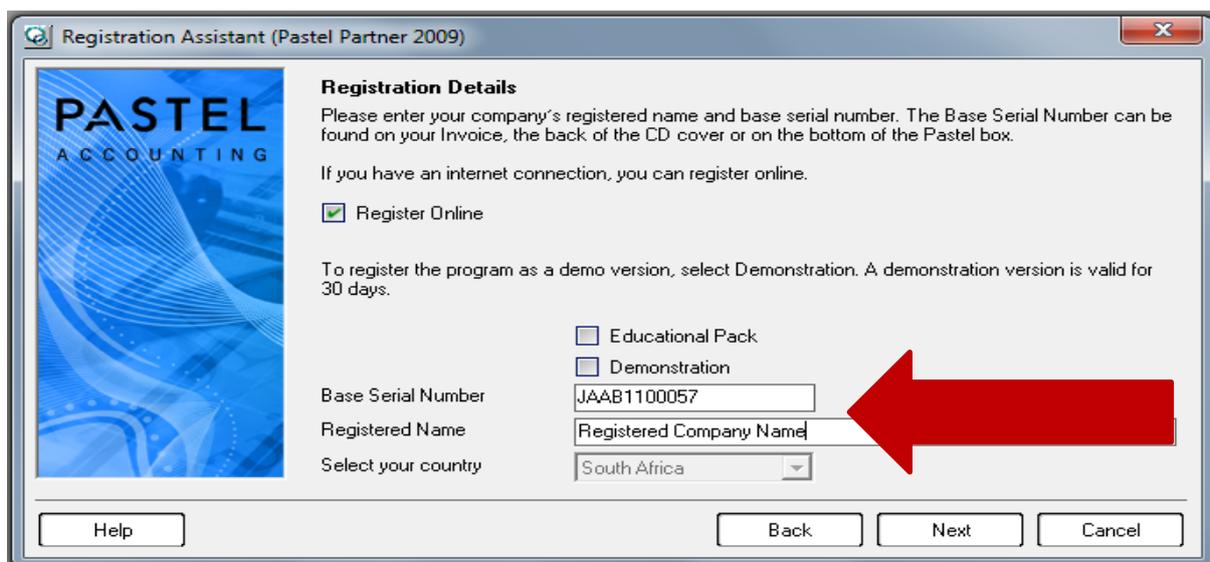


On the Welcome to Pastel screen click on **Next**



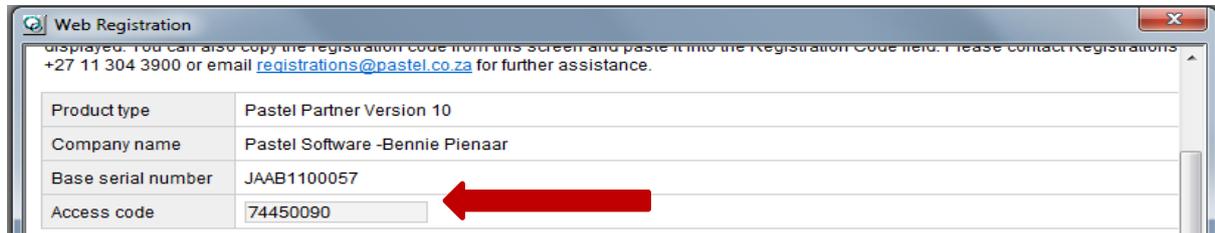
If you are a Single user or registering your Server PC, please select [Single User / Server registration] and click on Next

If you are registering one of your Workstations, please select [Workstation/Registration]. You will need to ensure that you have a network and mapped your workstations to your server pc



You will be required to insert your Base Serial number and Registered Company name and then click on Next

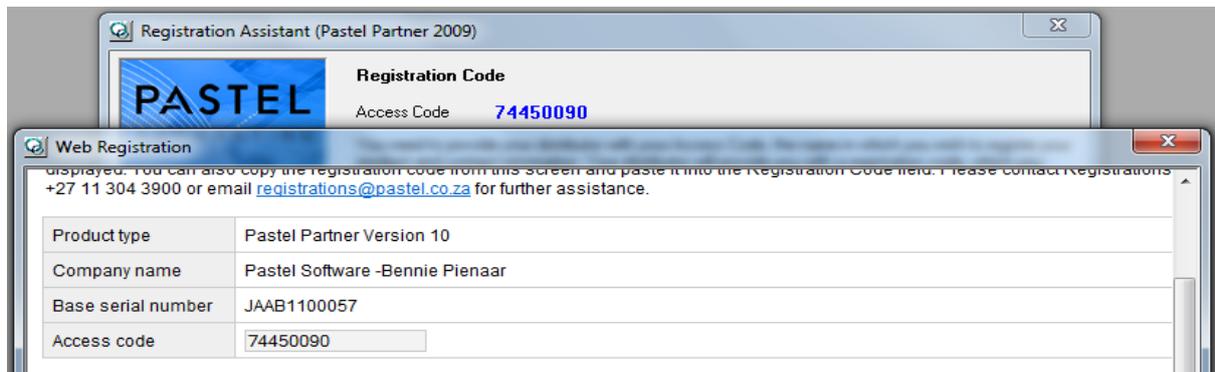
Please do not select Educational Pack and Demonstration. For online registration, please “Register online” option

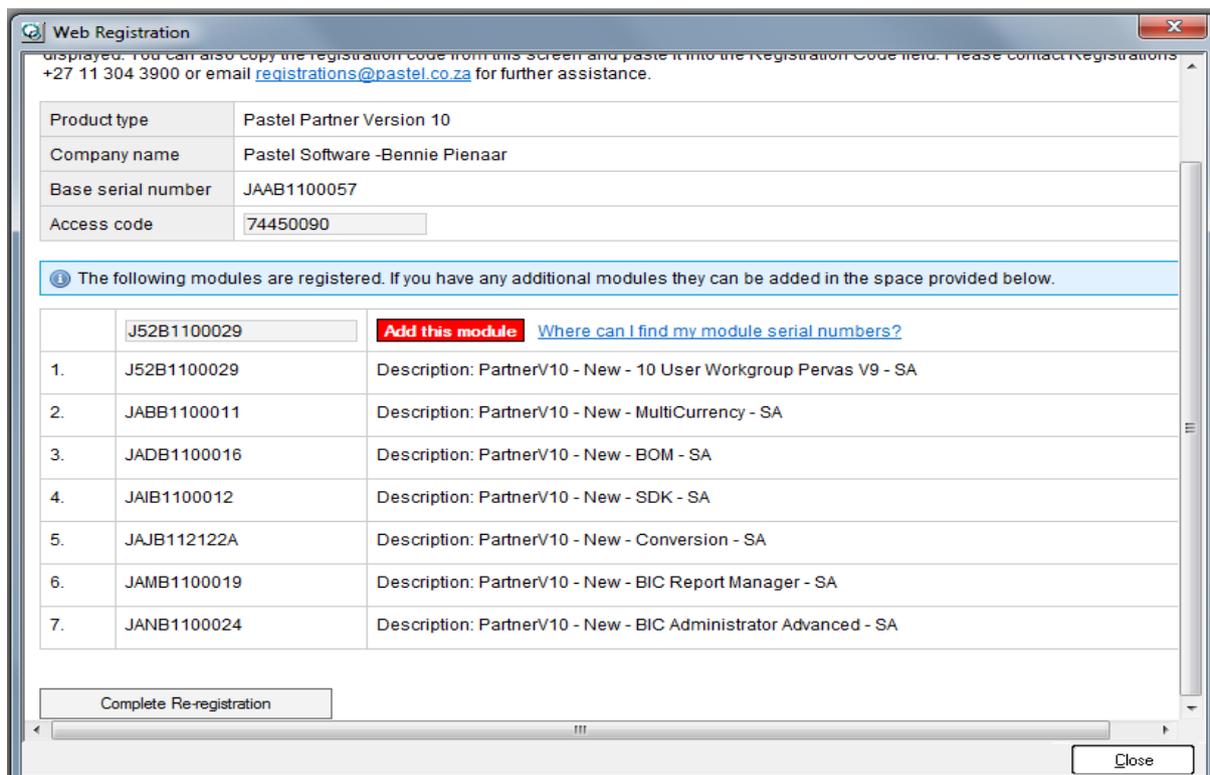


The Web Registration screen will appear

You will need to confirm & insert your Access code in the access code field above.

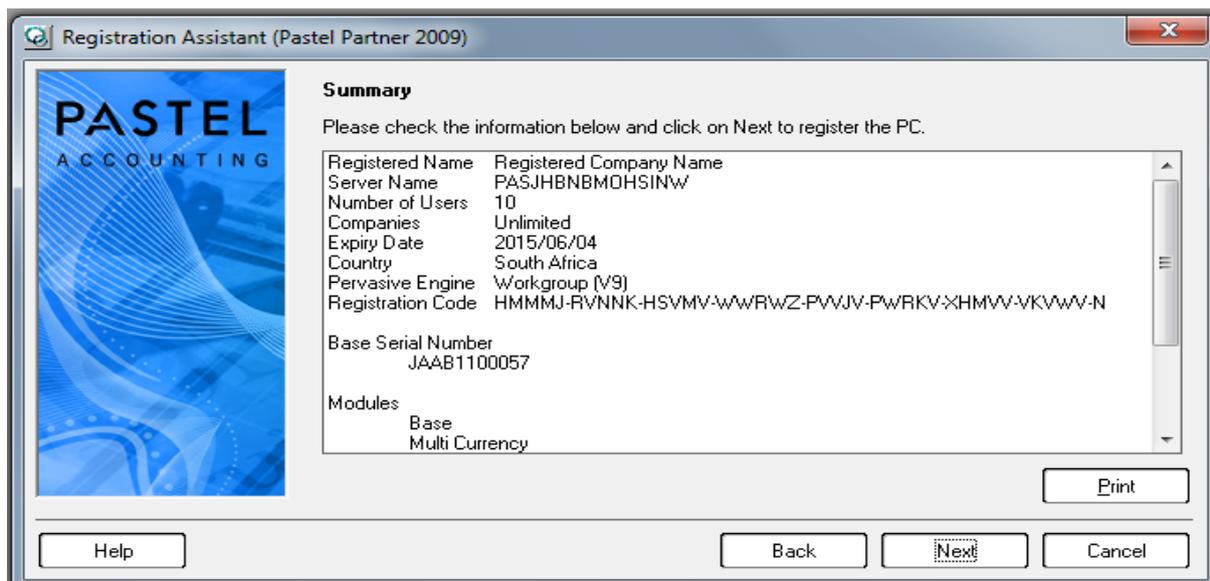
If you are unsure of what your access code is, you may **click** on the screen shown above and **drag it down** to see what your access code is and then insert it.





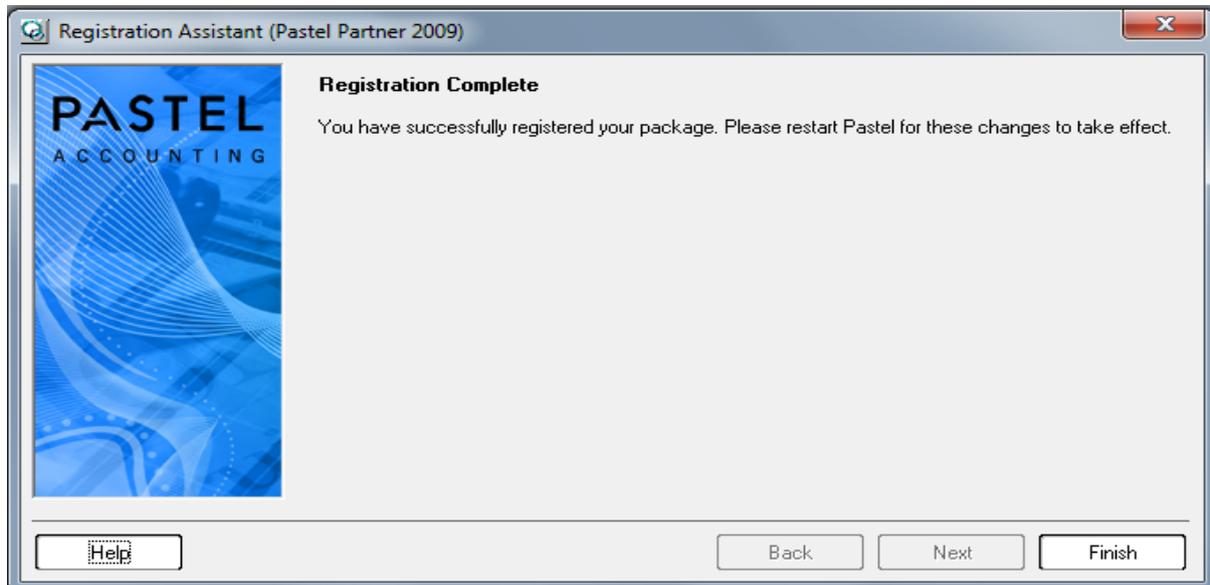
Should you have **additional modules**, you will need to enter the serial numbers in the highlighted field. Once the serial number has been entered, click on the **“Add this module”** option displayed in red, alternatively any existing modules will be listed in this field.

Once the Access code has been confirmed and all additional modules have been added and confirmed, please click on the **“Complete Re-registration”** option at the bottom of the screen.



Your registration code will **automatically** pull through and you will be presented with a Summary screen which will confirm your registration details.

Click on **Next**



Click on **Finish**

To ensure that there are no errors and for settings to take effect, please close and re-open your Pastel software.

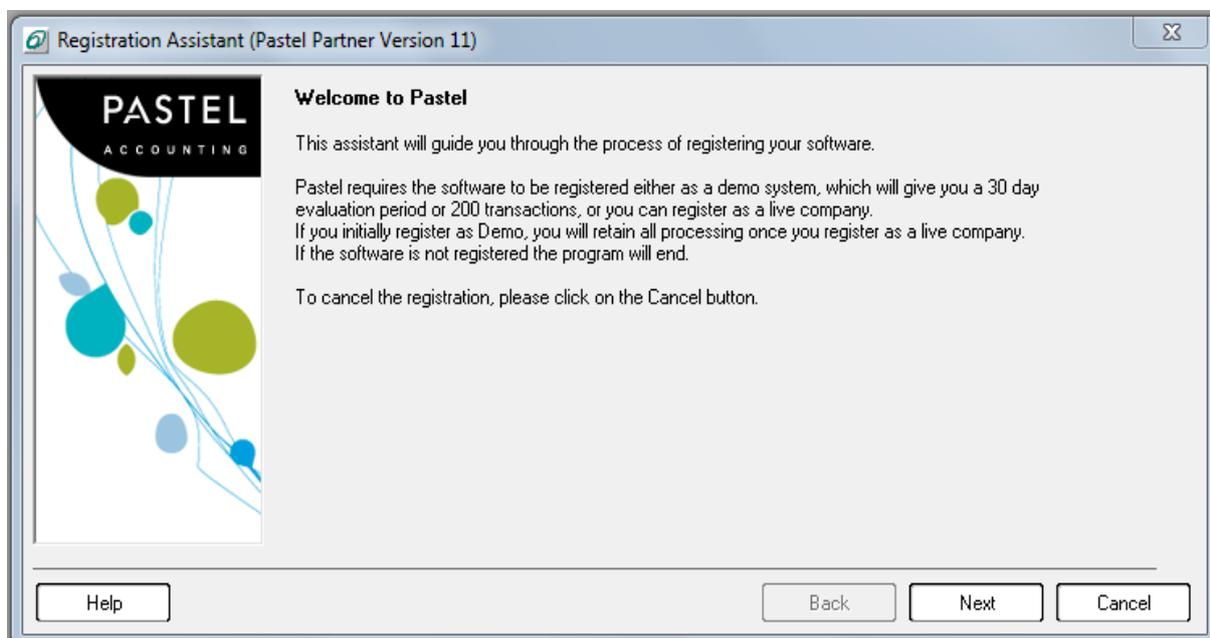
On line Registration Steps:

Registering Your Pastel Version 11

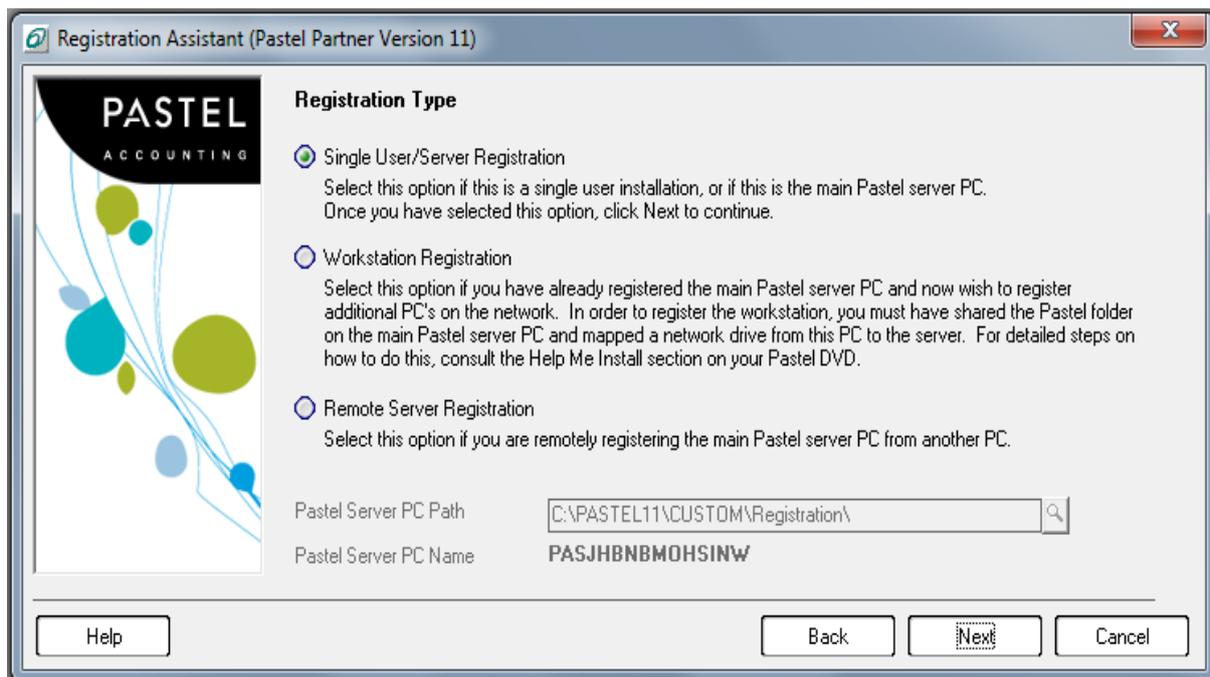
For assistance with registering your Pastel V11 package, please follow the steps below:

Once you have completed the installation of your V11 software, please open Pastel on your computer. The registration wizard will automatically launch in order for you to update and register the upgraded software.

If you have already installed the Pastel software, please click on Help | About to launch the registration wizard.

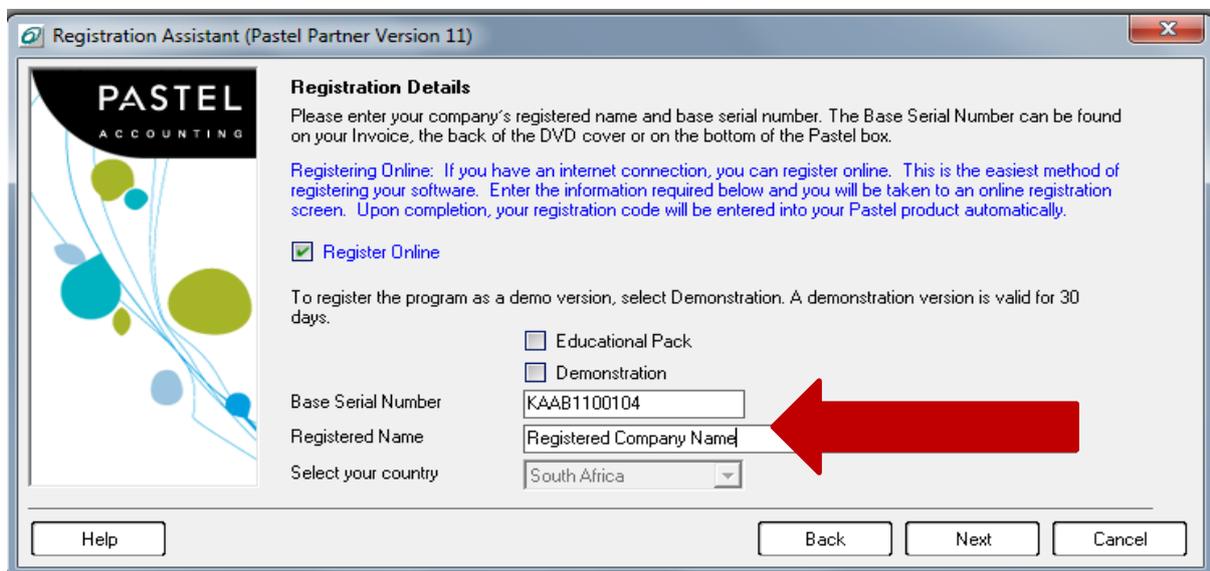


On the Welcome to Pastel screen click on **Next**



If you are a Single user or registering your Server PC, please select [Single User / Server registration] and click on Next

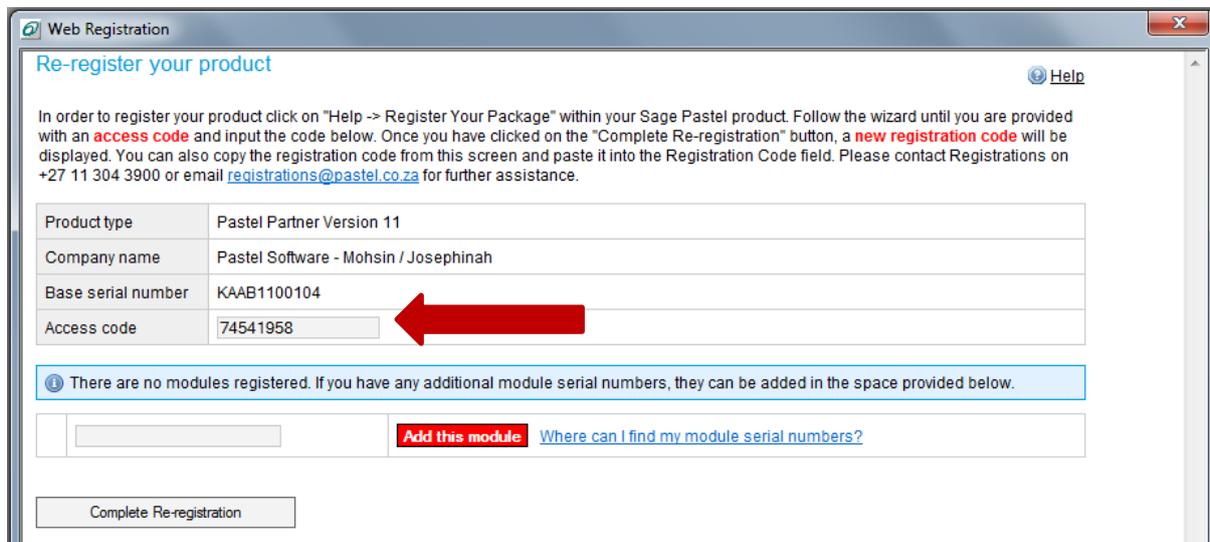
If you are registering one of your Workstations, please select [Workstation/Registration]. You will need to ensure that you have a network and mapped your workstations to your server pc



You will be required to insert your Base Serial number and Registered Company name and then click on Next

Please do not select Educational Pack and Demonstration.

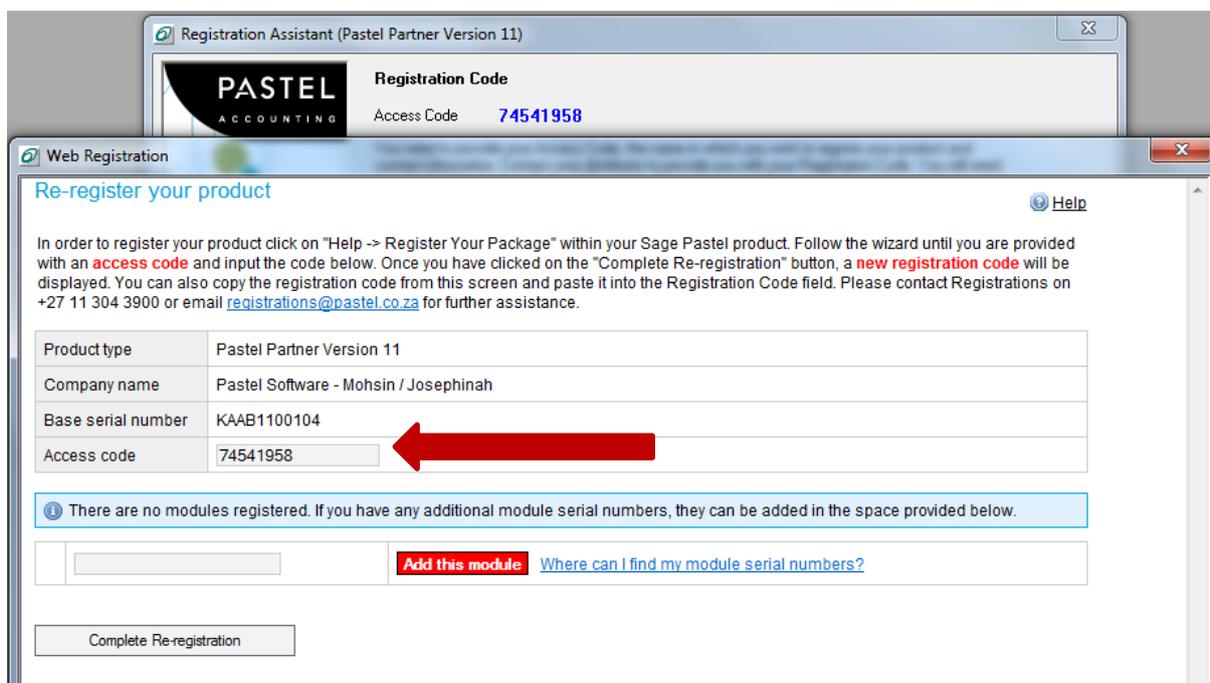
For online registration, please "Register online" option

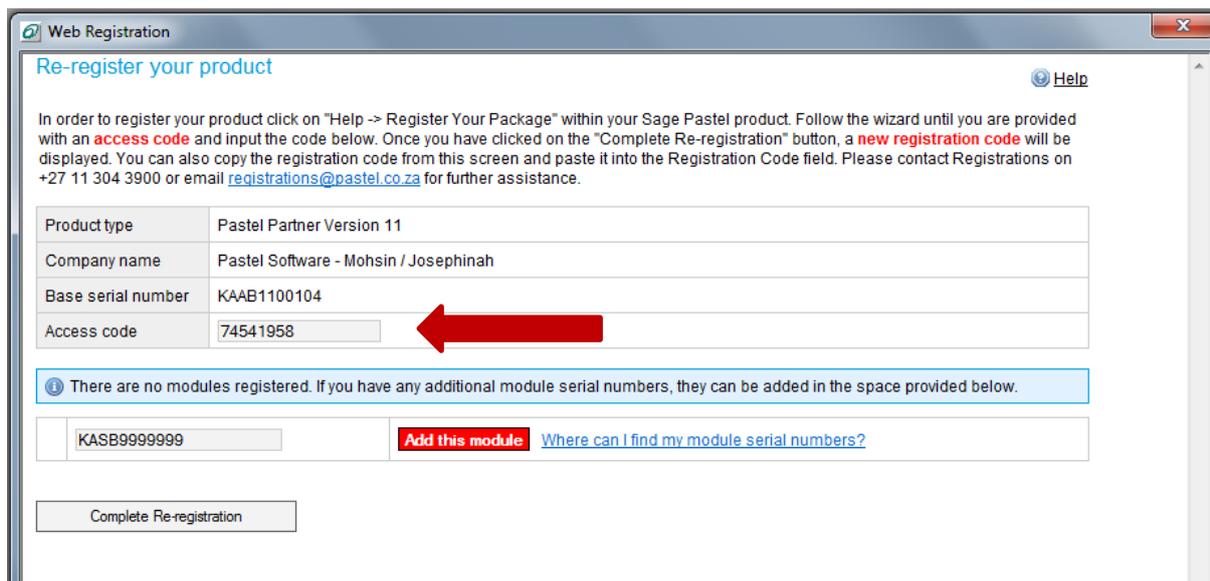


The Web registration screen will appear

You will need to confirm & insert your Access code in the access code field above.

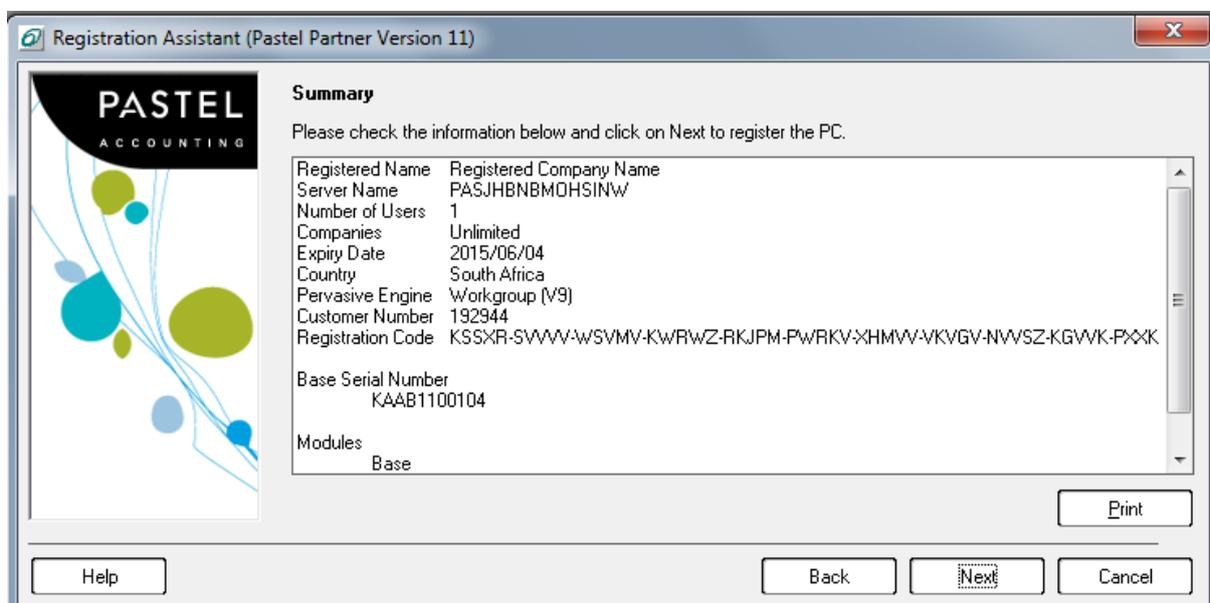
If you are unsure of what your access code is, you may **click** on the screen shown above and **drag it down** to see what your access code is and then insert it.





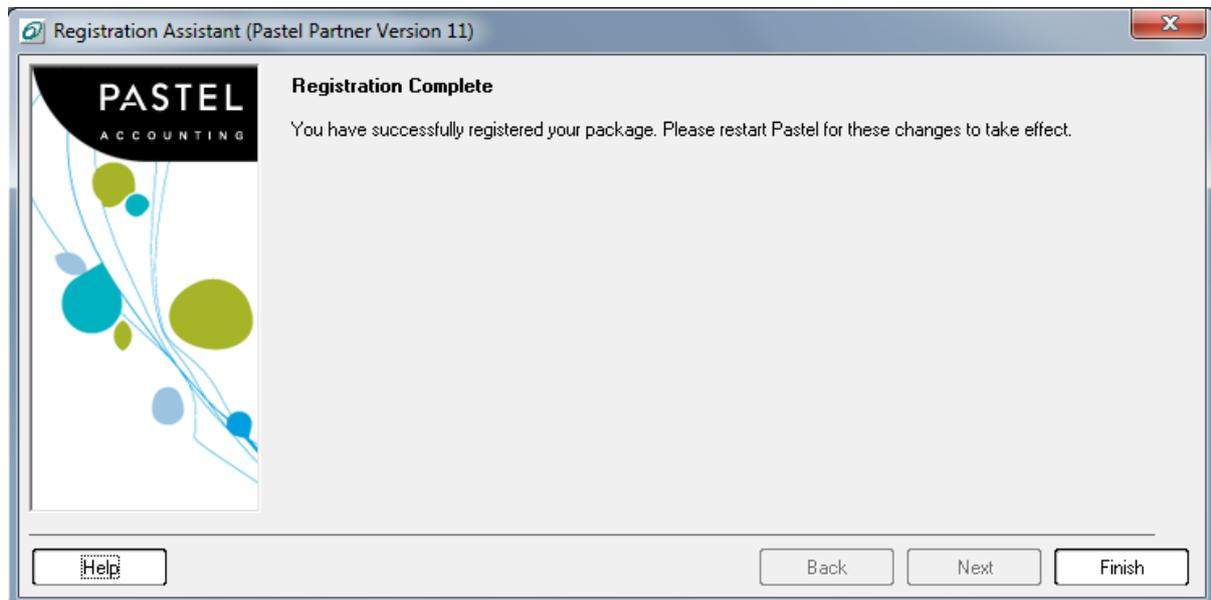
Should you have **additional modules**, you will need to enter the serial numbers in the highlighted field. Once the serial number has been entered, click on the **"Add this module"** option displayed in red, alternatively any existing modules will be listed in this field.

Once the Access code has been confirmed and all additional modules have been added, please click on the **"Complete Re-registration"** option at the bottom of the screen.



Your registration code will **automatically** pull through and you will be presented with a Summary screen which will confirm your registration details.

Click on **Next**



Click on **Finish**

To ensure that there are no errors and for settings to take effect, please close and re-open your Pastel software.

Should you still have any queries please feel free to contact our Client Services team on +278 611 26837 or email clientservices@pastel.co.za .