

How Do I Register My New Ident-A-Kid CCSS Software?

- 1) In the CCSS software, go to **Help** and then **Register License**
- 2) Enter your school name in, the software will provide you with a Registration ID



The screenshot shows a registration window titled "IDENT-A-KID SERVICES OF AMERICA". It contains the following fields and text:

- Registration ID: AAAA-5K00-0039-067W
- Registration Name: Southwest Elementary
- Enter the License Code as provided by Ident-A-Kid.
- Group 1, Group 2, Group 3, Group 4, Group 5 (all empty)
- Buttons: Finish, Cancel
- Footer: This program protected by US and International copyright laws.

- 3) Go to www.identakid.net/ereg (Note: it does not have to be on the same computer)
- 4) Click on **New User**.



The screenshot shows the "IDK Online Registration: Login" page. It features the following elements:

- Fields for Email and Password
- Log In button
- [I forgot my password](#) link
- New User button
- Footer: eRegistration v. 1.0.5 by BrightApp

- 5) Enter the Registration ID and the name you entered in the software (you can copy and paste from the software) and click on **Submit**.



The screenshot shows the "IDK Online Registration: New User" page. It features the following elements:

- Enter Registration ID: [text input]
- Enter Registration Name: [text input]
- Submit button
- Footer: eRegistration v. 1.0.5 by BrightApp

- 6) On the next data entry screen, fill in all the required information (please write down your password) and click on **Submit**.

IDENT-A-KID
SERVICES OF AMERICA

IDK Online Registration: Customer's Info

First Name: * Last Name: *

Company/
School Name: *

Address1: *

Address2: State: *

City: * Zip Code: *

IDK Rep.
Name: Phone: *

Now enter your Account credentials (License Code will be sent to entered email):

E-Mail: * Password: *

Confirm E-Mail: * Confirm Password: *

Sign me to Receive IDK Newsletter

NOTE: DO NOT USE ANY
SPECIAL CHARACTERS

- 7) Verify all your information, if it is correct click **Finish**.

IDENT-A-KID
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Customer's Info Confirmation

Confirm Your Data

First Name: Vanessa
Last Name: Baker
Company: Haymon Morris Middle School
IDK Rep. Name: Kathy Fields
Address1: 1008 Haymon Morris Road
Address2:
State: GA
City: Winder
Zip Code: 30680
E-mail: vanessa.baker@barrow.k12.ga.us
Phone: 706-482-0099
Sign To Newsletter: No

- 8) On the next screen click **OK**.

IDENT-A-KID
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IDK Online Registration: Registration Complete

Your registration was successfully received. Now you are able to login using your email address. Click OK to continue

9) You will next go back to the Login screen. Enter your email, password and click **Log In**.

IDENT-A-KID
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IDK Online Registration: Login

Email:

Password:

[I forgot my password](#)

eRegistration v. 1.0.5 by BrightApp

10) On the next screen click OK it will take you to the User Console. Select your Registration ID and then click on **Get/Renew License**.

IDENT-A-KID
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IDK Online Registration: User Console (vanessa.baker@barrow.k12.ga.us)

Registration ID	Application	License	Expiration
<input checked="" type="radio"/> RMHH-7377-813F-A726-03C9	ISASecurity		

11) Your Expiration date will appear and your License will be emailed to your email address.

IDENT-A-KID
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IDK Online Registration: User Console (vanessa.baker@barrow.k12.ga.us)

Registration ID	Application	License	Expiration
<input type="radio"/> RMHH-7377-813F-A726-03C9	ISASecurity		8/19/2010

IDENT-A-KID
SERVICES OF AMERICA

IDK Online Registration: License Successfully Issued

Your License Code was successfully generated and emailed to you. Click OK to continue.

- 12) Next go to your email, copy the License Code number, then enter it in the License Code field within the CCSS software (under Help, and Register-License) and select **Finish**.

IDENT-A-KID[®]
SERVICES OF AMERICA

To complete the registration, please provide the following data to Ident-A-Kid:

Registration ID: Registration Name:

Enter the License Code as provided by Ident-A-Kid.

Group 1:	Group 2:	Group 3:	Group 4:	Group 5:
<input type="text" value="90808"/>	<input type="text" value="08080"/>	<input type="text" value="80808"/>	<input type="text" value="08573"/>	<input type="text" value="23434"/>

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