



CONNECT

Installing and Licensing the UI
user- New Feature

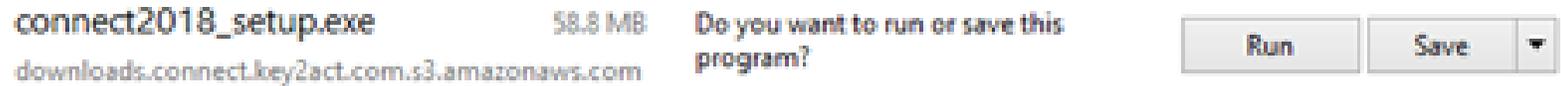


KEY2ACT™

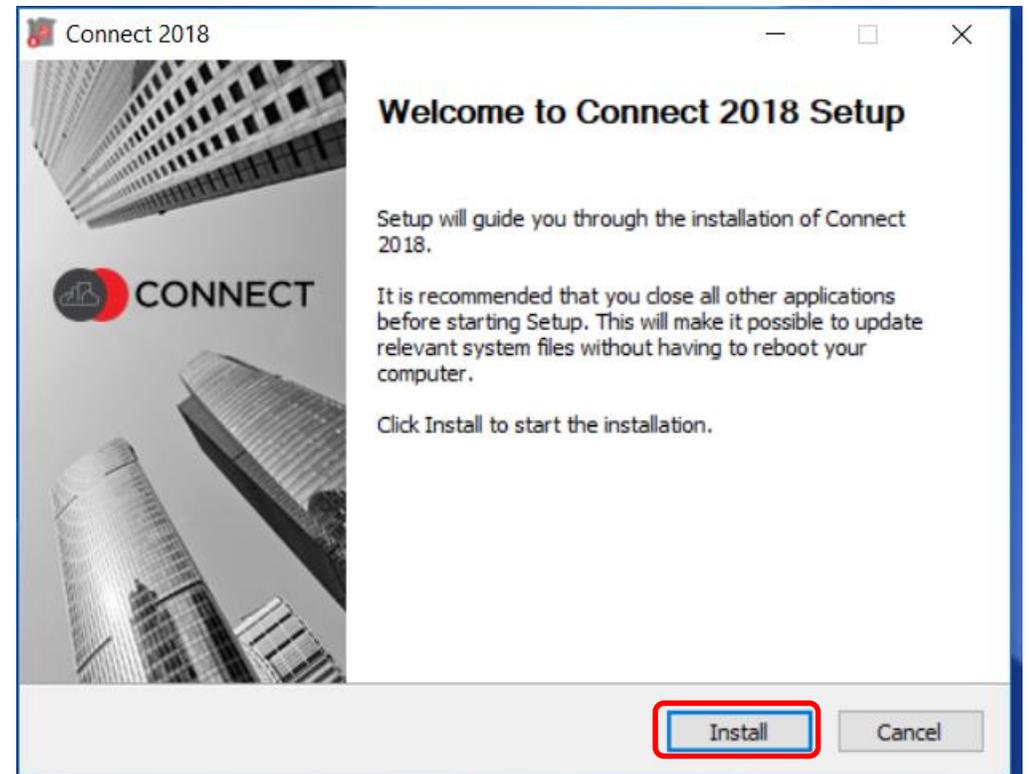
Installing and Licensing the Connect2018 UI

To install the Connect UI, go to the following link - [Connect 2018 Setup](#).

A message displays asking, "What do you want to do with connect2018_setup.exe?" You can save the file to your computer and then double-click to run the file or choose Run to start the installation.



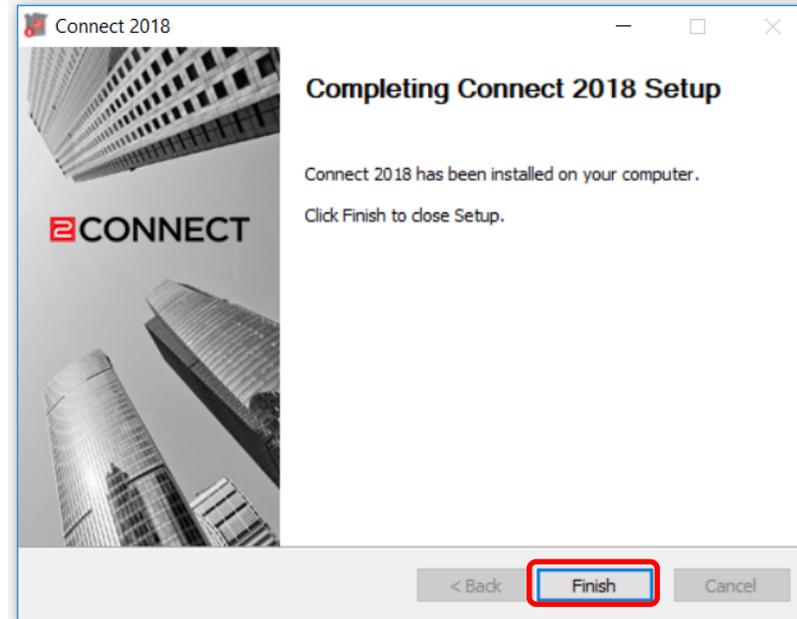
In the Welcome window, choose *Install*.



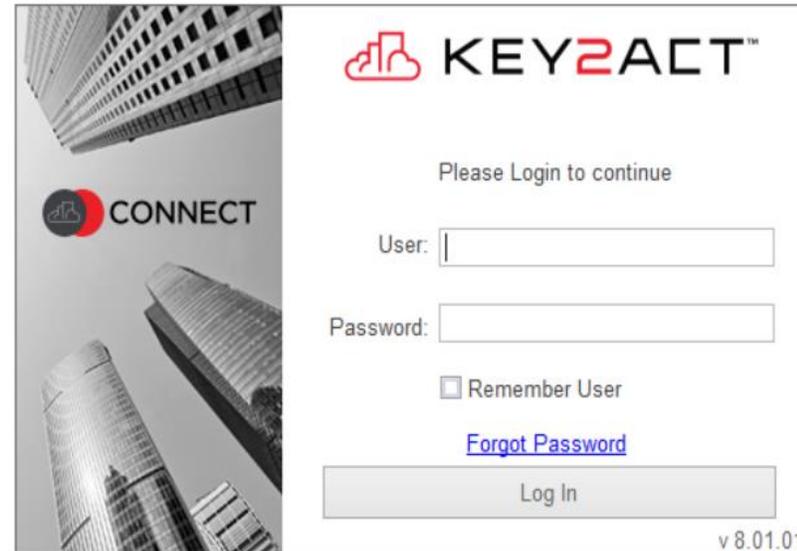
Installing and Licensing the Connect2018 UI

To install the Connect UI, go to the following link - [Connect 2018 Setup](#).

This will complete the Connect installation. Choose *Finish*.



The Connect login window displays.



Installing and Licensing the Connect2018 UI

To install the Connect UI, go to the following link - [Connect 2018 Setup](#).

A license must be requested via an existing user with licensing authority.

An email will be sent to the new user's email address containing a temporary password.

The new user may then change the provided password.

 Reply  Reply All  Forward

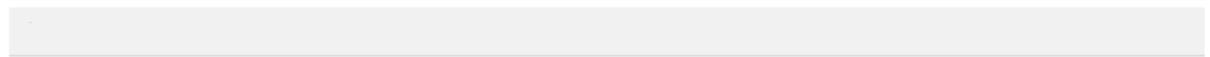


Fri 3/2/2018 1:57 PM

Connect@connect.key2act.com

KEY2ACT Connect Temporary Password

To  Your email address



Please use the temporary password below to log in. You will then be able to change your password.

The temporary number will display here.

Installing and Licensing the Connect2018 UI

To install the Connect UI, go to the following link - [Connect 2018 Setup](#).

The Connect 2018 icon should appear on the Desktop.

If it does not appear, you may navigate to; C:\Program Files (x86)\KEY2ACT\Connect2018 and run the Connect.exe file.

Enter your user name and temporary password.

Click on *Log In*.

A pop up may appear asking to download updates. When this occurs, follow the instructions.



The screenshot shows the Connect 2018 login window. At the top, a desktop icon labeled 'Connect 2018' is shown with a red arrow pointing down to the application window. The window features the KEY2ACT logo and the text 'Please Login to continue'. Below this are input fields for 'User:' and 'Password:'. A 'Remember User' checkbox is checked. A blue link for 'Forgot Password' is visible. A red box highlights the 'Log In' button. At the bottom, there is a link for 'Having trouble? Check Network Status' and the version number 'v 8.01.39'. Red arrows point from text annotations to these elements.

Annotations:

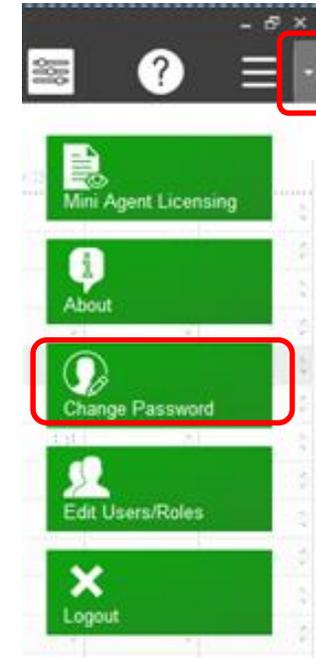
- Your email address is your user.
- Enter your password.
- If checked the User name box will persist.
- Click here to request a password reset.
- Connect version number.
- A link to a tool to test ports.

Installing and Licensing the Connect2018 UI

To install the Connect UI, go to the following link - [Connect 2018 Setup](#).

Once you have logged in using the temporary password, you may change your password at any time by clicking the dropdown in the upper right hand corner of the screen.

Choose *Change Password*.



Fill in all lines in the Password Settings box and select *Ok*.

A screenshot of the 'Change Password' dialog box. The dialog box has a title bar that says 'Change Password'. Inside the dialog box, there is a section titled 'Password Settings' which contains three input fields: 'Current Password:', 'New Password:', and 'Confirm Password:'. At the bottom of the dialog box, there are two buttons: 'OK' and 'Cancel'. The 'OK' button is highlighted with a red box.

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In rare cases where the site will be connected using BACnet over Ethernet then an additional piece of software must be downloaded and installed.



For Windows 10 navigate to; <http://www.win10pcap.org/download/>

Choose 64 or 32 bit to match your PC.

You can save the file to your computer and then double-click to run the file or choose Run to start the installation.





THANK YOU