



purchaseFLEX[™] for BusinessVision[®]

Gemini Logic Inc.
2600 Skymark Avenue
Building 10, Suite 101
Mississauga, Ontario L4W 5B2

Tel: 905-625-7212
Fax: 905-625-9644
E-mail: info@geminilogic.com
Internet: www.geminilogic.com

***purchaseFLEX* Overview**

purchaseFLEX from Gemini Logic Inc. enables you to effortlessly re-open issued purchase orders, enabling them to be modified and re-issued as required! *purchaseFLEX* is easy to install and set up, and offers full support for multi-user environments. (*purchaseFLEX* is licensed on a per workstation basis.)

To use *purchaseFLEX*, follow these simple steps:

1. Enter the purchase order number of the purchase order you wish to re-open or click the Browse icon to select from the Browse list.
Hint: Only those purchase orders currently in "issued" status will display in the Browse list. "Received" or "closed" purchase orders cannot be re-opened.
2. Enter any freeform notes in the yellow Notes field, if required (optional).
3. Click the Re-open button. A message window will confirm that the purchase order has been successfully re-opened. Inventory "on order" quantities are updated simultaneously, maintaining system integrity.
4. The purchase order is returned to Okay (un-issued) status in the BusinessVision Purchase Order module, and can now be modified and re-issued as required. Any notes can be viewed under the Notes tab.

An Audit Trail report is available under the Reports menu, listing the purchase orders that have been re-opened, including the purchase order number, the BusinessVision User ID, and the date and time.

Purchasing *purchaseFLEX*

Initially, *purchaseFLEX* can be run in "trial" mode for a period of fifteen days. To purchase *purchaseFLEX*, follow the instructions below to receive a License Key.

Logon to *purchaseFLEX* and click the Purchase button on the Trial Status screen. Select the company from the Company Selection List and enter your User Name and Password. Click Print. Complete the printed Registration Form, with payment method, and fax to Gemini Logic Inc. at 905-625-9644. Your License Key will be e-mailed/faxed to you within two business days.

Entering Your License Key

Logon to *purchaseFLEX*, and click the License Key button. Enter the Registered Name and License Key that was provided to you, and click OK. (Note that this information is case-sensitive and should be entered exactly as detailed.) This completes the registration process.

Transferring Your License to Another Workstation

purchaseFLEX is licensed on a per workstation basis. Should you need to transfer an existing license to a new workstation, follow the steps below. Note that once these steps are completed, *purchaseFLEX* will be disabled on the original workstation.

1. Go to www.geminilogic.com and download *purchaseFLEX* to the new workstation.
2. Launch *purchaseFLEX* and note down the new product Registration Number from the Trial Status screen or print the registration form.
3. On the workstation where *purchaseFLEX* was originally registered, go to a Windows command line prompt: Start→Run→Cmd, then click OK.
4. Change directory to the folder where *purchaseFLEX* was installed (e.g. CD C:\programfiles\geminilogic\purchaseflex).
5. Type `purchaseflex /TRANSFER XXXX-XXXX-XX` (where XXXX-XXXX-XX is the Registration Number noted in Step 2 above).
6. A file called "TRANSFER.TXT" is written to the original program directory, and NotePad displays the Registered Name and License Key that can be used to license the new workstation.
7. Launch *purchaseFLEX* on the new workstation, click the License Key button, and enter the Registered Name and License Key. Click OK. This completes the license transfer process.

For assistance on any registration or licensing issue, please call us at 905-625-7212.

System Requirements

- BusinessVision Limited, Small Business, Standard or Client-Server SQL Edition, Version 7 or higher
- Windows 2000 or Windows XP operating system
- 20 MB of free disk space