## Updating from a Trial License to an Annual License

After you have made payment and the license has been issued (you will receive a portal notification) you will need to migrate your Trial License Settings the full License

Please log into your portal: <u>https://www.dictation-portal.com/</u>

Account ID & Password will be required

1. Pop up Window asks if you want to Migrate your License settings - Select YES

Confirmation	ж
Are you sure you want to migrate User Settings for the Archive License to Standard License(s)?	
Ve	s No

## 2. Choose the User(s) that you wish to migrate - Select OK

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This completes your Setup; the License is now active for 12months