



# QUICK HELP TO LWS

1. Login to LWS: <http://licensing.adobe.com> and select "License Holder".

## Adobe Worldwide Licensing

Select User Type :

☒ License Holder

☐ Channel Partner or Internal Adobe

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3. First time users must change their password and provide a password hint. Passwords must be 8 characters long and contain at least 1 alpha character, 1 numeric character and 1 symbol, in any order..

Orders and Accounts

- > Comprehensive Order Details
- > Statement of Accounts
- > CLP Agreement Details
- > Update Account Profile

e-Licensing

Reports

- > e-license Hosting Summary
- > Adobe hosting e-license Usage
- > SN Only e-license Usage
- > In-house Hosting e-license Usage

Settings

- > Email Alerts
- > Machine Name Options

### Change Password

#### Change Password and Hint

First time login after receiving password, please change your password.

1. New Password

2. Confirm Password

For security reasons, passwords must be 8 characters long and contain at least 1 alpha character, 1 numeric character and 1 symbol, in any order.

3. Password Hint

Please provide a HINT that reminds you of the new password.

Change password

#### Contact Permissions

1) I would like for Adobe to send me information on its software products and related services, including announcements of special promotions. Please Check:

☐ E-mail ☐ Phone ☐ Mail

2) I would like for parties other than Adobe to send me information on their products and services, including announcements of special promotions. Please Check:

☐ Mail

By supplying my contact information I understand that Adobe may be contacting me regarding the interest indicated on this form. I understand that I will have the opportunity to opt-out of future

5. Provide the desired date range to see your licenses. This is very useful when searching for older license orders. Then click "Search".

## Comprehensive Order Details Report

Note : License Certificates are found on this report and are available for TLP and FLP only. To email the certificates, you must select HTML Format.

Please enter the selection criteria for this report.

Adobe Order No

1.

2.

\*Invoice Date Range (dd-mmm-yyyy format ex: 01-JAN-2002)

16-JAN-2007

15-FEB-2007

Program Type (Ctrl-click to select multiple items)

CLP

End User PO

Product Name /Product Version

Select Product

Select Version

Serial No

☒ HTML Format ☐ Downloadable CSV Format

Cancel

Clear

3. Search

2. Use your login and password that you have recieved from Adobe by E-mail and click "Login".

## Welcome to Adobe Licensing

[Click here to bookmark](#) and start on this page next time you visit [www.licensing.adobe.com](http://www.licensing.adobe.com).

This password protected site contains confidential licensing order history, order tracking for Adobe Open Options programs (Transactional, Contractual, and Site Licensing). This site is available to Adobe customers, employees, resellers, distributors, and Licensing Centers.

Use of this website signifies your agreement to the [Terms of Use](#) and [Online Privacy Policy](#) .

Login Information

1. Login ID

TEST00001

2. Password

.....

3. Login

[Forgot Your Password?](#)

Logins and passwords are not case sensitive.

If you need help accessing the system, please go to the 'Help' site link for more information or you can also contact our Customer Service teams around the world by clicking on the 'Contact Us' site link and filling out a simple form.

You will receive a response within 24 hours.

4. To see a total overview of your licenses, use the link: "Comprehensive Order Details". You find it at the top of the menu.

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6. The Comprehensive Order Details Report contains all info about your license order; serial numbers, reseller info and quantity of licenses etc.

## Comprehensive Order Details Report

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| Program Name                        | Adobe Order Date | Transaction Type | Adobe Order Number | Certificate ID | End User ID | End User Name | Parent End User ID | End User PC |
|-------------------------------------|------------------|------------------|--------------------|----------------|-------------|---------------|--------------------|-------------|
| CLP 4.5 LICENSE PROGRAM - EDUCATION | 08-MAY-2006      | Sales Order      | 70580079           |                |             |               |                    |             |
| CLP 4.5 LICENSE PROGRAM - EDUCATION | 08-MAY-2006      | Sales Order      | 70580079           |                |             |               |                    |             |
| CLP 4.5 LICENSE PROGRAM - EDUCATION | 08-MAY-2006      | Sales Order      | 70580079           |                |             |               |                    |             |
| CLP 4.5 LICENSE PROGRAM - EDUCATION | 08-MAY-2006      | Sales Order      | 70580079           |                |             |               |                    |             |
| CLP 4.5 LICENSE PROGRAM - EDUCATION | 22-MAY-2006      | Sales Order      | 70594603           |                |             |               |                    |             |