

# FaciliWorks® Trigger Code Instructions

A Trigger Code is required to register your FaciliWorks Desktop license. After installation, obtain a Trigger Code using the instructions below (you must have admin rights on your workstation and Internet access in order to do so). If this is not completed within 30 days of installation, FaciliWorks will inform you that the trial period has expired. Obtaining a Trigger Code will remove this expiration.

1. From the main menu, navigate to **Utilities & Data Tools -> Utilities -> Modify License**. Click **Get Trigger Code**. If you've not previously entered your Serial Number, you'll be prompted to do so now. In the **Serial Number** text box, enter the Serial Number that is located on a sticker in your FaciliWorks CD case. Then, click **Get Trigger Code**.

2. Depending on your operating system's configuration, one of the following will happen:

- FaciliWorks will automatically obtain the Trigger Code and you will receive a message saying that the expiration date has been removed. Click **OK**. No further action is required.

-OR-

- The CyberMetrics website will open in your browser and display the Trigger Code utility. Most likely, your Trigger Code will be automatically generated and displayed on the web page. (If your Trigger Code is not automatically generated on the web page, enter the required information and click **OK**. Then, enter the required information in the next section and click **Get Code**. Your Trigger Code will then be displayed.) Enter this Trigger Code into the **Trigger Code** text box in FaciliWorks's Modify License window and click **OK**. You will receive a message saying that the expiration date has been removed. Click **OK**.

-OR-

- Go to <https://register.cybermetrics.com/> and enter the required information to generate your trigger code.

Follow the above instructions at each workstation on which FaciliWorks is installed. Your FaciliWorks license will remain registered for the current Windows account on the workstation even if FaciliWorks is reinstalled in the future.

**Thank you for choosing FaciliWorks CMMS Software.**



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