

ChemBioOffice Software for BSU Students, Faculty, Adjunct Faculty and Staff

Please note: these instructions are from last year and they may have changed!

ChemBioOffice Ultra includes: ChemBioOffice, ChemBioDraw, ChemBio3D and more! It transforms your computer into a chemical publishing, modeling, and database workstation.

- 1) Go to <http://sitelicense.cambridgesoft.com/sitelicense.cfm?sid=29>
- 2) Enter your BSU email address.
- 3) Click Submit button (note: only emails from bridgew.edu will work).
- 4) Click the Continue button on account verification screen.
- 5) Now we have two options: If you have never downloaded this software, start with (a). Otherwise, go to (b).
 - (a) If you have never downloaded this software before, you will need to create a CambridgeSoft membership. You should be looking at a page that is labeled "Annual Site License Download ". Click on "Register". On the CambridgeSoft User Registration screen fill in all the information with a red asterisk, and click "Register". Your serial number should be sent to your BSU email address. You should now be looking at the login screen. Submit your username and password. If not go to <http://sitelicense.cambridgesoft.com/sitelicense.cfm?sid=29>, enter your email address, then click "submit" and "continue" and go to (b).....
 - (b) You should be at the "BSC CambridgeSoft Fulfillment System." This page lists the software available on our BSU license. If you have a Windows PC, click on the first link to download ChemBioOffice Ultra, then click "Run" and wait for the download to complete. If you get a security warning, click "Run." If you have a Mac, click on the link in the second box to install the MacIntosh version.
- 7) When the download is complete you may need to wait a few seconds before you are prompted to install your software (click "OK"). WinZip should start automatically. If not, click "Run WinZip." You will soon be directed to the Installation Wizard, but first you need to activate your software. Check your email and you should find a note from Chemstore.com. Read this email and keep it in a safe place. The email will contain your individual serial number. Please note that you will get two sets of codes, for PC and Macintosh. Enter your name, BSU, email address, appropriate serial number, and click "activate over the internet."
- 8) Click "Ok" to get to the Installation Wizard, and click "Next."
- 9) At the License Agreement Window" click "I accept" and "Next".
- 10) Use the Default option.
- 11) Keep clicking "Next" until the software has finished installing. This may take several minutes to complete. When done click "Finish".
- 12) You can now open your ChemBioDraw application by clicking "Start", "Programs", "ChemBioOffice", and "ChemBioDraw".

This software will expire on June 30, 2015. As long as you have a BSU email address, you will be able to reactivate your ChemBioOffice, and download the latest version.