# About this Document

|  |  |
| --- | --- |
| Applies to Chronolator Version | 3.5 |
| Document version | 3.5.01 |
| Purpose | After you have downloaded and unzipped Chronolator as described at [www.chronolator.co.uk/downloads/download-complete.htm](http://www.chronolator.co.uk/downloads/download-complete.htm) you can use the procedure below to check the installation of the Chronolator Online Workbench. |

# Verifying Chronolator Online Workbench installation

| Action | Expect |
| --- | --- |
| Go to the ChronologySetup folder and open ChronolatorOnlineWorkbench.docm, ensuring macros are enabled. | One of the displays below will show the status of your licence. |
| If you have not yet installed a licence in the ChronologySetup folder, or you have done but there is a problem with it, the Evaluation Licence will be displayed like this: |  |
| If you have correctly installed a Chronolator licence in the ChronologySetup folder, it will display the licensee, expiry date, and reference like this: |  |
| Press OK. | The Online Workbench will open. |
| Check the Chronolator toolbar is present. | The location of the toolbar varies depending on your Word version. It is described in the Online Workbench text. |
| Press New Internal Chronology on the Chronolator toolbar | The Case Details wizard is displayed: |
| Click on the Summary tab of the wizard and press Finish | Word prompts for a filename and location for the new chronology document. |
| Choose a name and location and save the document. | A new document is created. |
| Close all documents. | This completes the Installation Verification Procedure. |