

See What Matters

# Index

Initial Sign-In	3
Assign Users	8
Downloading	15
Unsubscribing	18
Updating Your Plan	21
Add More Users	25
Payment Information	30
Company Information	33
Contact Support	35



## Initial Sign-In





### Inactive

We're sorry, but your account is not active. If you believe this is a mistake please contact your administrator.



## Subscriptions

You are currently listed as an admin for at least one subscription. Click here to manage your subscriptions



support@spectaclesreader.com

Enter your Details

......

 Nome
 Subscriptions 、 Adm

 Please provide your Company Details

 Company Name

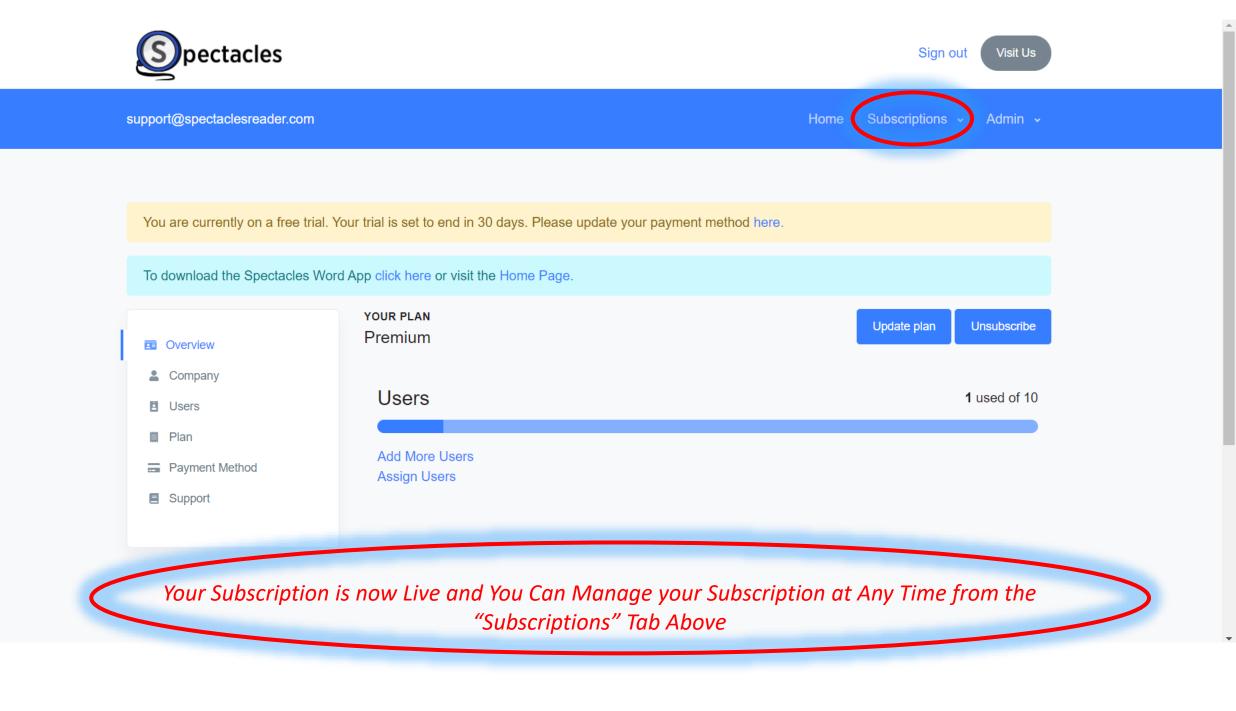
First name	Last name	
Please Select A Country		~
Position		
		Next

Basic

Choose Your Plan and Enter Number of Users

### \$25 / user / mo \$40 / user / mo Identifies US/English style defined terms ("Defined Terms") Includes all functionality of Basic + Generates a list of Defined Terms in an interactive side panel Provides easy one-click access to definitions of Defined Terms Displays Defined Terms nested inside Defined Terms ("Nested Supports in-text highlight and search of Defined Terms Definitions") Enables click-through of Nested Definitions Select Select Number of Users 10 Premium Subscription Type Your Monthly Billing Total will be Displayed Here Number of Users 10 You will not be Charged During the Free Trial Period \$0.00 Tax **Total Monthly Cost** \$400.00

Premium

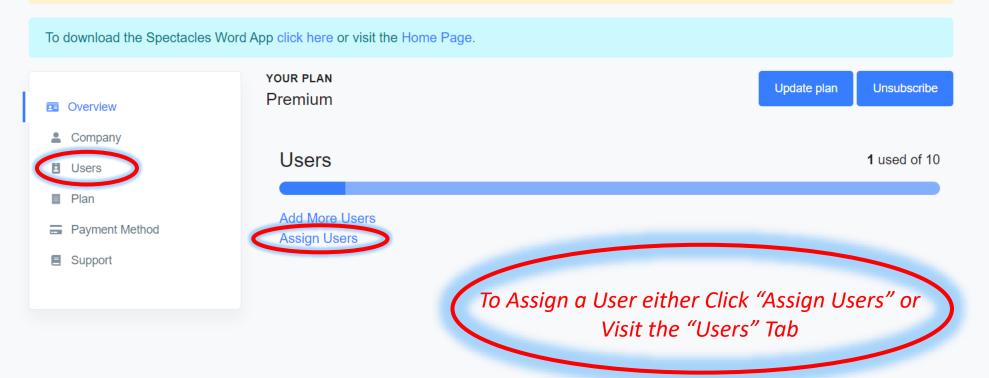




## Assign Users



You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here.





You are currently on a free trial. Your trial is set to end in 29 days. Please update your payment method here.

To download the Spectacles Word App click here or visit the Home Page.

	Current Users		A
<ul><li>Overview</li><li>Company</li></ul>	USERNAME	REMOVE USER	Assi
Users	support@spectaclesreader.com	<b>.</b> *	Email a
📕 Plan			john
Payment Method	The Account which w	as used to	Enter the
Support	Sign-Up for Subscriptions will be Auto-Assigned as a User		

To Assign Users Enter a Microsoft Work or School Account Email in the Field and click "Submit"

### Assign User

#### mail address

You may add multiple users seperated by a semicolon (;)

john.smith@spectaclesreader.com

Enter the Azure AD Email address of the user.

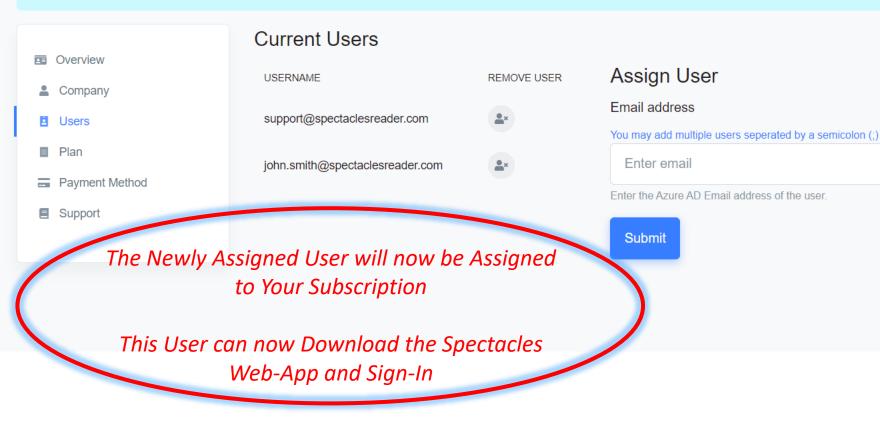
ubmit



×

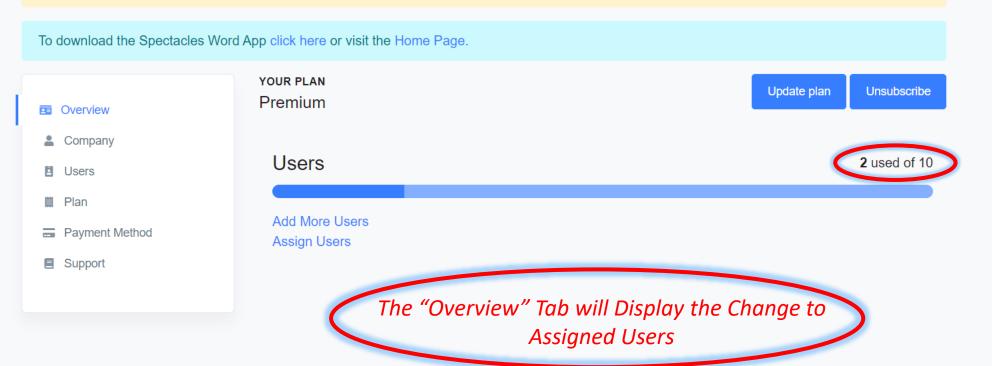
You are currently on a free trial. Your trial is set to end in 29 days. Please update your payment method here.

To download the Spectacles Word App click here or visit the Home Page.





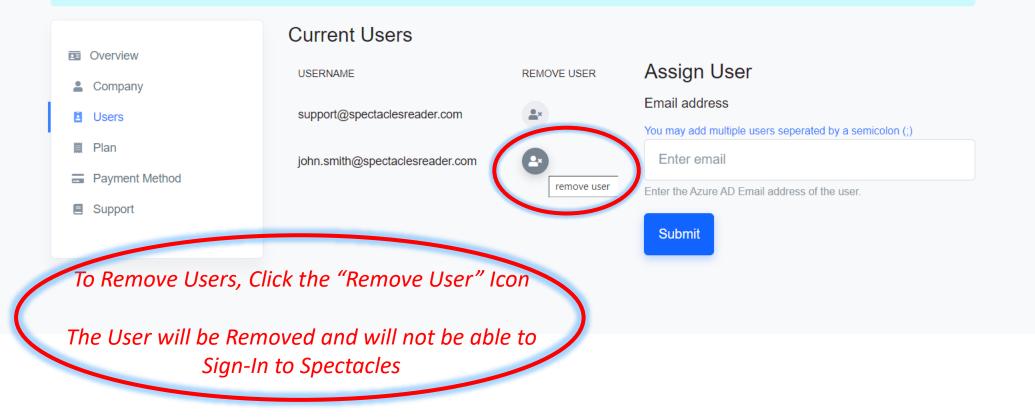
You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here.





You are currently on a free trial. Your trial is set to end in 29 days. Please update your payment method here.

To download the Spectacles Word App click here or visit the Home Page.





Admin 🗸

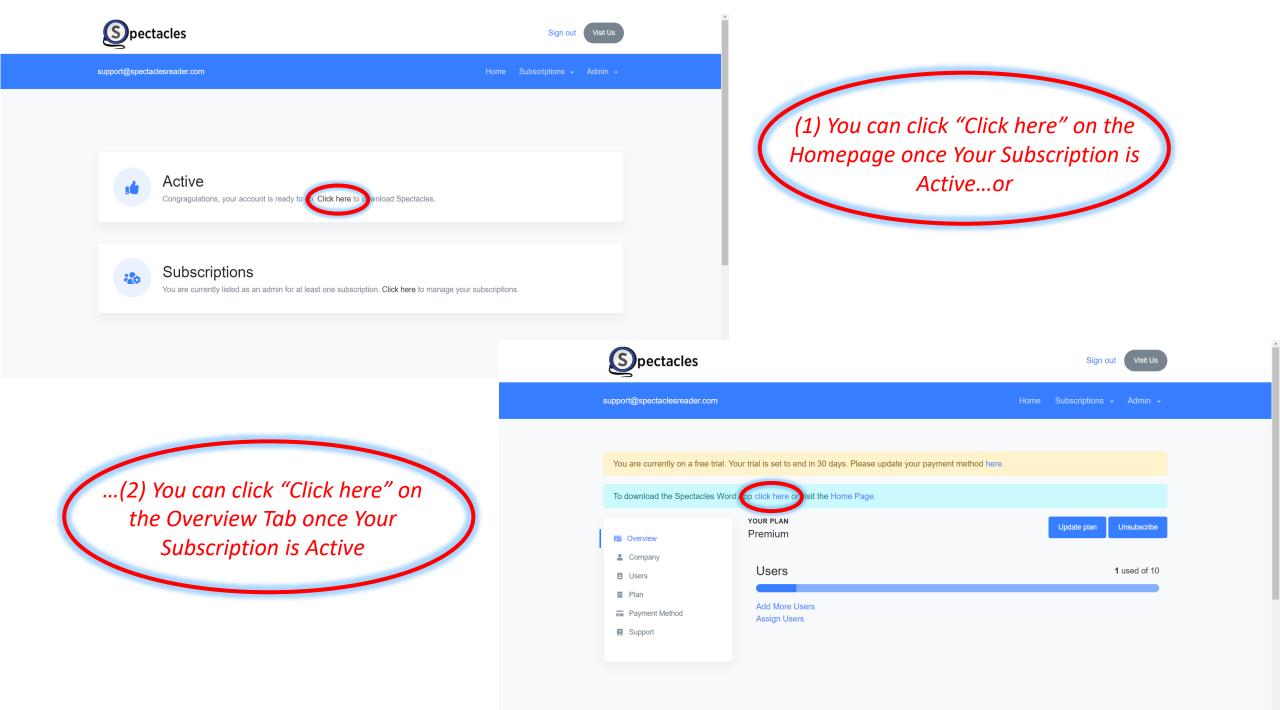
support@spectaclesreader.com

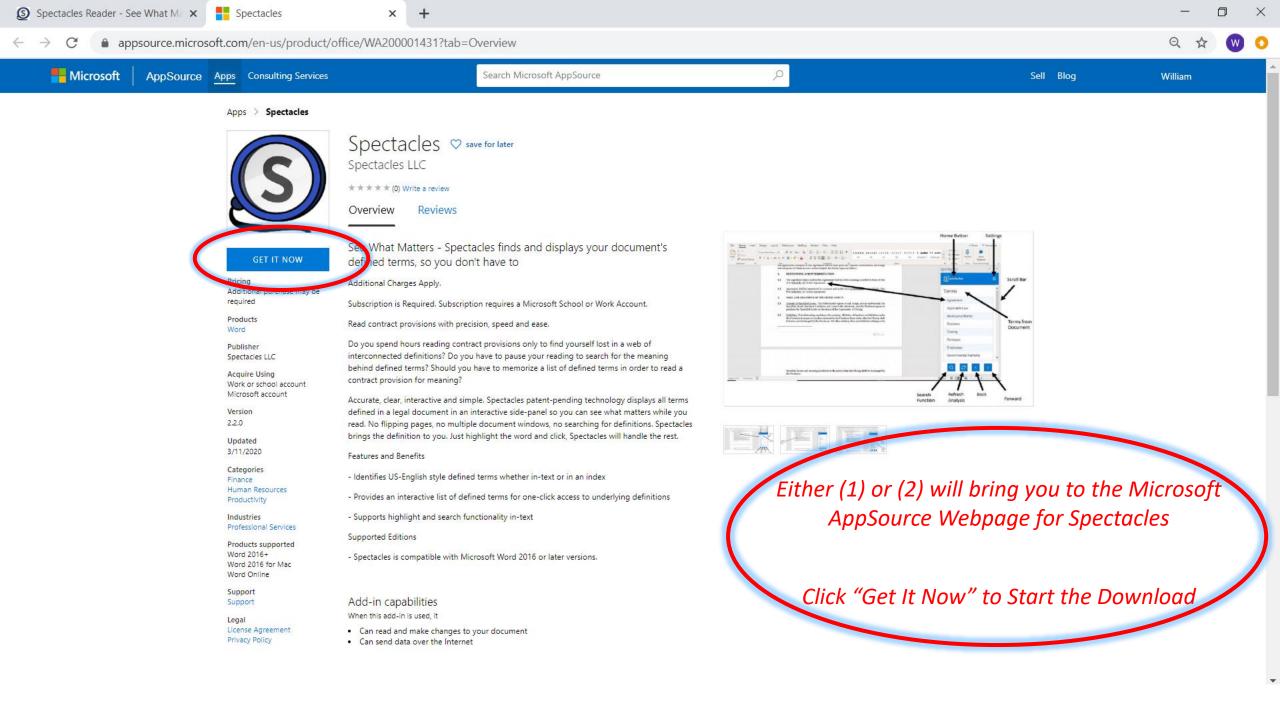
You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here.





## Download the Spectacles Web-App







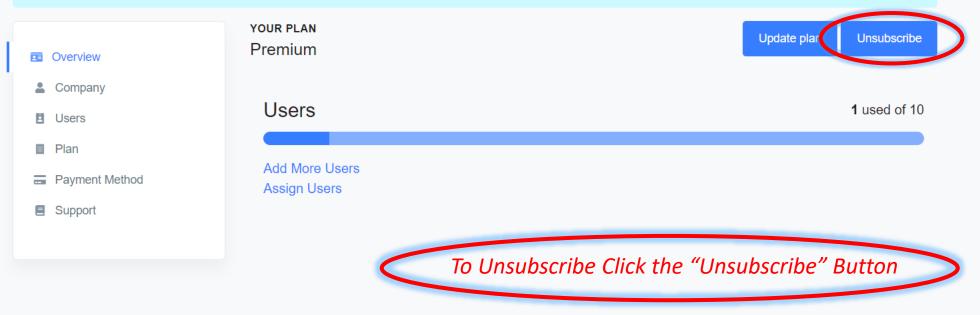
## Unsubscribe at Any Time



support@spectaclesreader.com

You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here.









support@spectaclesreader.com Subscriptions -Admin 🗸 Your Scheduled End Date will be Displayed You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here. Your subscription is set to end on 08/19/2020. Resubscribe To download the Spectacles Word App click here or visit the Home Page. YOUR PLAN **Resubscribe** Premium Overview Company Users 1 used of 10 Users Plan Add More Users **Payment Method Assign Users** Support To Resubscribe click the "Resubscribe" Button



# Update Your Plan Type



support@spectaclesreader.com

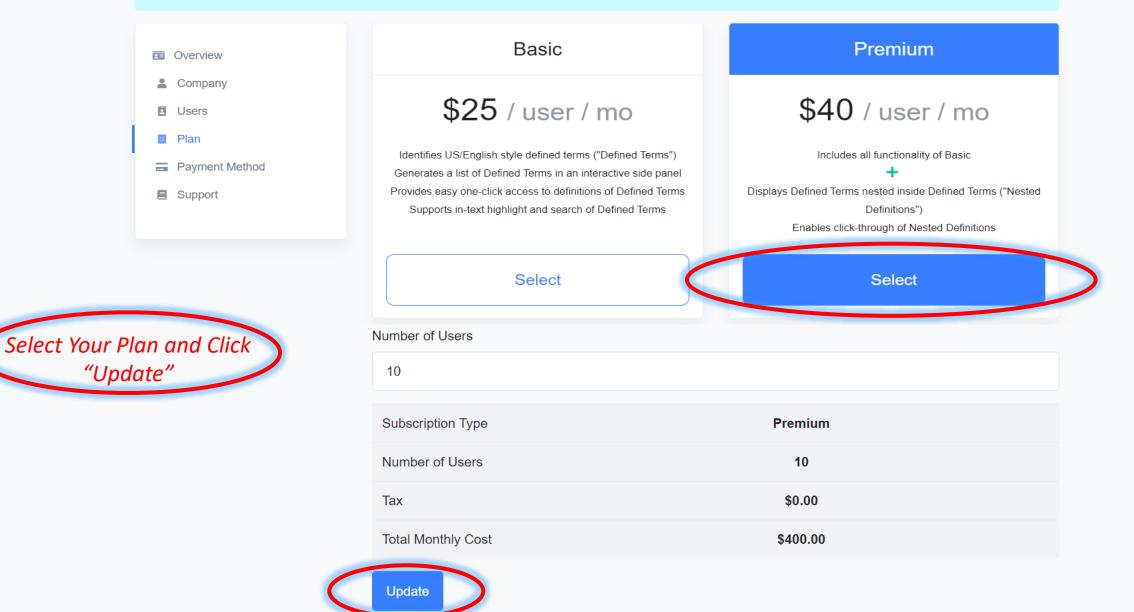
Home Subscriptions 🗸 Admin 🗸

You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here.

To download the Spectacles Word App click here or visit the Home Page. YOUR PLAN Update plan Unsubscribe Basic Overview Company Users 1 used of 10 Users Plan Add More Users Payment Method Assign Users Support To Update Your Plan click "Update Plan"

You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here.

To download the Spectacles Word App click here or visit the Home Page.





support@spectaclesreader.com Subscriptions 🗸 Admin 🗸 You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here. To download the Spectacles Word App click here or visit the Home Page. YOUR PLAN Update plan Unsubscribe Premium Overview Company Users **1** used of 10 Users 🗒 Plan Add More Users **Payment Method** Assign Users Support Your Plan will be Updated



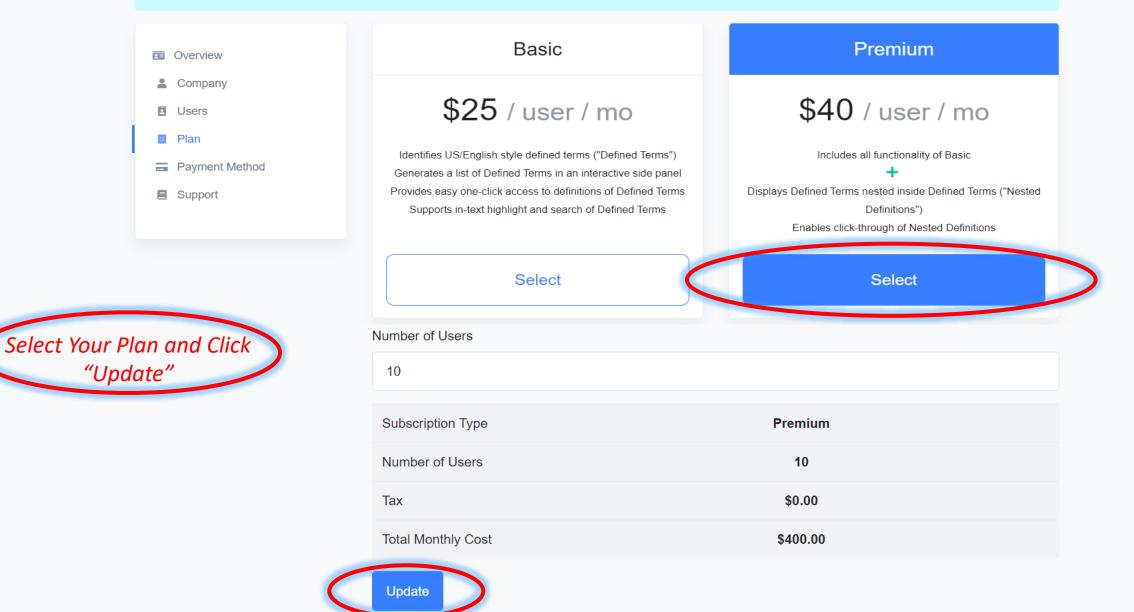
## Add More User Licenses



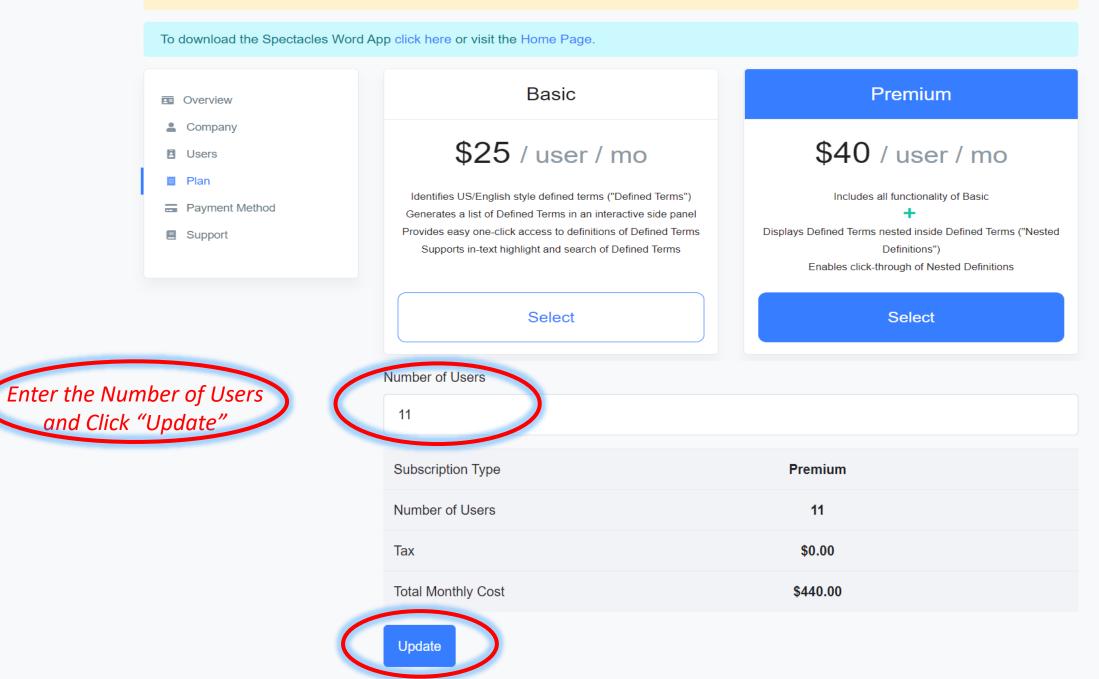
support@spectaclesreader.com Home Subscriptions 🗸 Admin 🗸 You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here. To download the Spectacles Word App click here or visit the Home Page. YOUR PLAN Update plan Unsubscribe Premium Overview Company Users **1** used of 10 Users 📋 Plan Add More Users Payment Method Assign Users Support To Add More Users click "Add More Users"

You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here.

To download the Spectacles Word App click here or visit the Home Page.



You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here.





support@spectaclesreader.com Home Subscriptions 🗸 Admin 🗸 You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here. To download the Spectacles Word App click here or visit the Home Page. YOUR PLAN Update plan Unsubscribe Premium Overview Company Users 1 used of 11 Users 🗒 Plan Add More Users **Payment Method** Assign Users Support The Number of Users will be Updated



## Enter Payment Information



Subscriptions support@spectaclesreader.com Home Admin 🗸 You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here. To download the Spectacles Word App click here or visit the Home Page. YOUR PLAN Update plan Unsubscribe Premium Overview Company Users **1** used of 10 Users Plan Add More Users Payment Method **Assign Users** Support Update Your Payment Method click the Payment Method Tab or click "here" in the Free Trial Status Box



support@spectaclesreader.com

Admin 🗸

Subscriptions 🗸

Home

You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here. To download the Spectacles Word App click here or visit the Home Page. MM / YY CVC Card number Overview Company Save Users 📕 Plan Enter Your Credit or Debit Card Information and **Payment Method** click "Save" Support



## Update Your Company Information



You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here.

To download the Spectacles Word App click here or visit the Home Page.

Overview	Spectacles LLC	
<ul><li>Company</li><li>Users</li></ul>	John	Smith
Plan	United States ~ New Jersey	<ul><li>✓ 07003</li></ul>
<ul><li>Payment Method</li><li>Support</li></ul>	CEO	
		Save

You can Update Your Company Information at Anytime by going to the Company Tab, Updating the Information and clicking "Save"



## Contact Support



support@spectaclesreader.com Home Subscriptions -Admin 🗸 You are currently on a free trial. Your trial is set to end in 30 days. Please update your payment method here. To download the Spectacles Word App click here or visit the Home Page. Don't forget to download the Spectacles Word App Overview Company Need Help Contact Support. Users 🗒 Plan **Payment Method** Support If you need additional help, please click the Support tab and click "Contact Support"