

Important Content Update Message

We are currently updating the OP Help Center content for the release of OP 20. OP 20 (official version 20.0.x) is the certified, 2015 Edition, version of the Office Practicum software. This is displayed in your software (**Help tab > About**) and in the Help Center tab labeled Version 20.0. We appreciate your patience as we continue to update all of our content.

Install the RemoteScan Software

Last Modified on 02/13/2020 8:09 am EST

User Permission: You need to be logged in as a user with administrative privileges on the PC.

Please speak with your IT professional if you are not sure whether or not you have admin rights.

1. Click [here](#) to download RemoteScan.
2. Follow the install prompts and select all the **default options**. Once the install is complete the application starts and displays an icon in the system tray.

Note: If OP was open during the installation, close and reopen it to have OP recognize RemoteScan. See [Logging Off All Sessions](#) for further information.

3. Contact OP Support, using one of the below methods, with the MAC address and the cloud account number. Click [here](#) for more information on obtaining the cloud account number.
 - email: support@officepracticum.com
 - Phone: 800-218-9916
4. We will email you your license key(s) so that you can apply them to the computer.
5. Click [here](#) for the steps to install the RemoteScan license.