

Connecting Salesmatrix and Salesmatrix Lite to MYOB

In MYOB software, information about your company's MYOB software license is held within the company data file itself. To connect Salesmatrix to your company file you must update that licence.

In order to connect Salesmatrix to MYOB, please follow the steps below:

1.) Call 1300 555 151 and select the option "to connect an add-on solution to MYOB". You will be required to quote this Add-on Solution activation number 3, 633, 996 and your MYOB serial number.

2.) Open the company file and login using the Administrator ID and Password. In the case of a multi-user system, you should use the 'Single User' option.



The image shows a Windows-style dialog box titled "Sign-on". At the top, it says "User ID and Password". Below this, there is a text box containing the following instructions: "Enter your User ID. If you have a password, enter it in the Password field. If you need exclusive access to the company file, choose the Single-user Access button." Below the text box, there are two input fields: "User ID:" with the text "Administrator" entered, and "Password:" which is empty. Below the input fields, there are two radio buttons under the heading "File Access:". The first is "Multi-user Access" and the second is "Single-user Access", which is selected. At the bottom of the dialog, there is a "Help F1" button with a question mark icon, and three buttons: "Change Password", "Cancel", and "OK".

3.) Once logged in, from the 'Setup' menu select 'Company Information'.



4.) Choose the 'License' button at the bottom left of the Company Information screen.



- 5.) Follow the onscreen instructions to update the license information held within the company file.

Enable Licence

To purchase additional workstation licences, call 1 300 555 151 Monday - Friday 9am to 5:30pm ET.

Enable Additional Licence Online

If you have already purchased a workstation licence you can easily enable it online by clicking Enable Online below.

[Enable Online](#)

Enable Additional Licence by Phone

If you already have a confirmation code you can enter it below.
To receive a confirmation code for your workstation licences, call 1 300 664 585 (24 hours a day, 7 days a week). This is an automated phone service. Follow the instructions to receive a confirmation code and enter it below.

Serial Number:
Company File Code:
Enter Confirmation Code:

[Cancel](#) [OK](#)

Once these steps have been completed, the file will be activated for your Add-on Solution and Salesmatrix and/or Salesmatrix Lite will be able to integrate with your MYOB company data file.