RiskEase Ltd.

RiskEase 4 quick start

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RiskEase Ltd.

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Starting RiskEase.

RiskEase is installed as an Excel add-in, so to start RiskEase, Excel must first be running.

Click on Excels' File tab on the ribbon to access the Backstage view. RiskEase will appear in the list of Backstage options immediately above the 'Print' button.
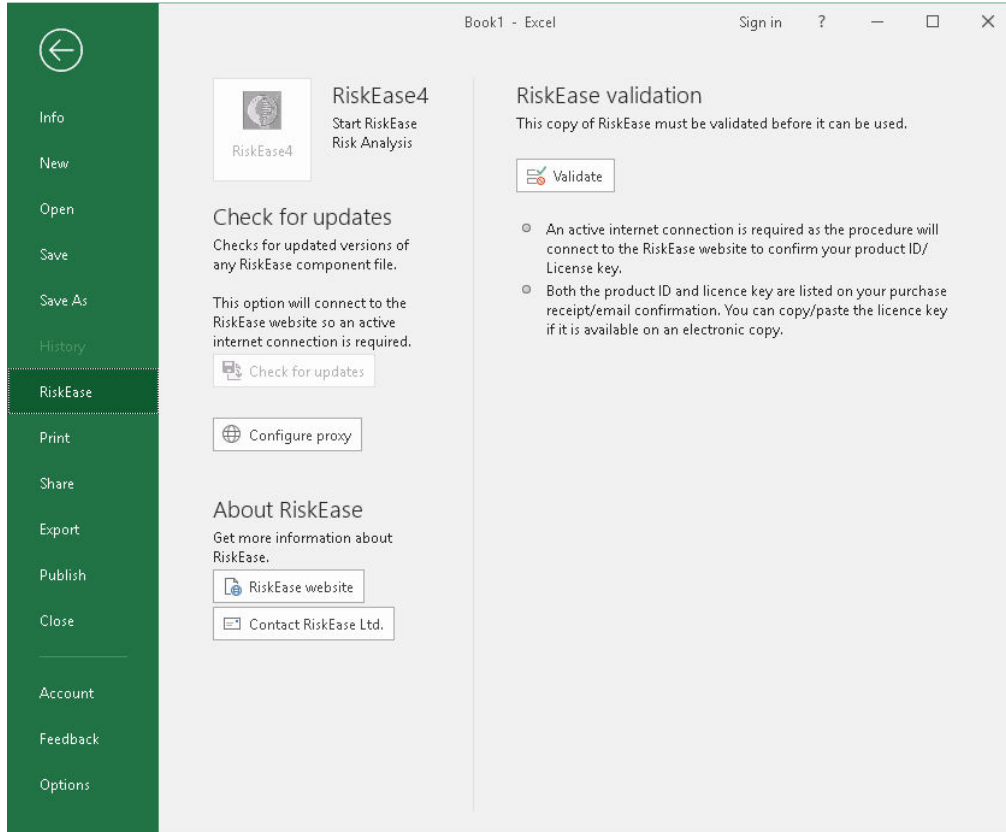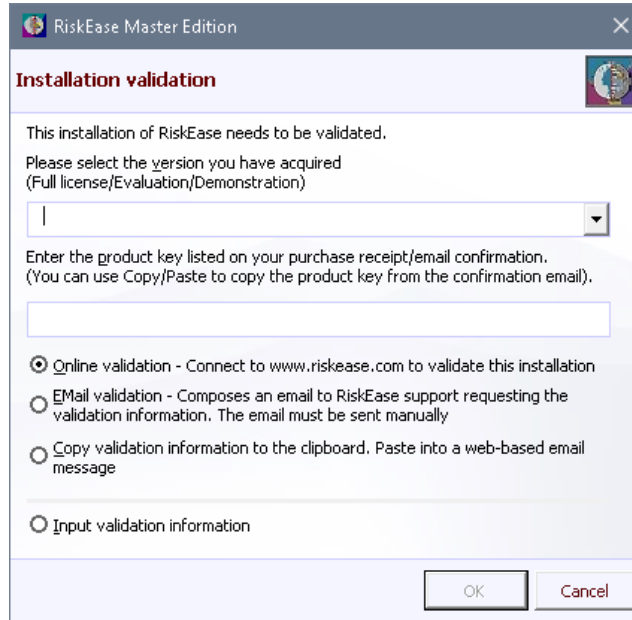

Before using RiskEase for the first time, it must be validated – this is simply registering your installation with Riskease.

Validation can be carried out immediately on-line or via email.

Validating RiskEase

To validate, click the 'Validate' buttin on the right hand RiskEase panel.

The following screen will be displayed:

Regardless of the validation method to be used, you will need to

- Select the product version you have acquired (Limited demonstration copy /Full license/time limited evaluation copy)
- Enter the product key. This is available from your invoice or confirmation email. If you have an electronic copy you can simply copy/paste the key.

On-line validation

If you will be validating on-line, click the 'On-line validation' option. The 'OK' button will then be enabled.

When clicked the information you entered, along with the installation ID (from setup.exe – see 'Email validation' below for details)) will be sent to riskease.com

You should receive a reply within 5 seconds:
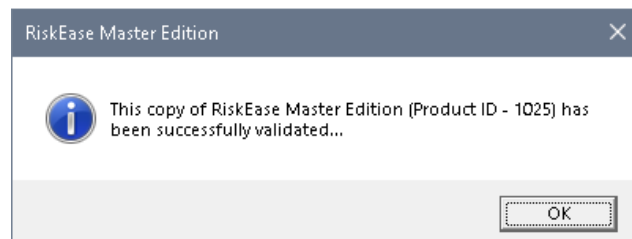
If you receive any other reply, please see the **Error! Reference source not found.** section on page **Error! Bookmark not defined.**
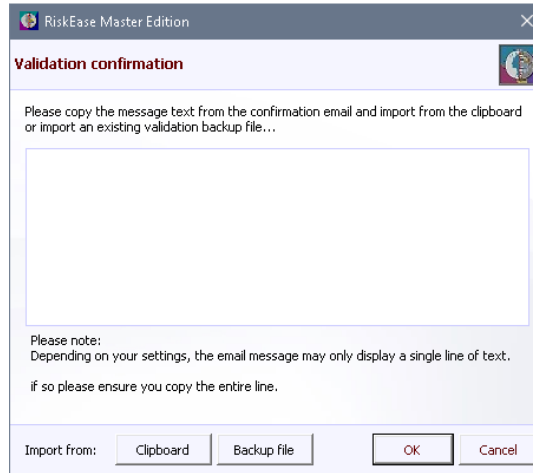
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Email validation

Note: RiskEase uses your default email client to compose emails. If you use Microsoft Outlook, Mozilla Thunderbird or a similar email client (but not web based email), RiskEase should be able to generate the email automatically as described for Microsoft Outlook, however, except for Outlook, it will be unable to read the reply. You should use the method described for Other email clients to receive the validation information

Microsoft Outlook

If you use Microsoft Outlook, RiskEase is able to both compose the validation email and receive the reply automatically.

Assuming you have selected your product and entered the product key, select the 'Email validation' option to enable the OK button.

When clicked, RiskEase will compose the validation email. All necessary information including the email address will have been entered.

The draft email will be displayed for your information. Please note the email is not actually sent by RiskEase, you should complete this operation by sending the email manually.

Other email clients

If you use another email client or web-based email, RiskEase is unable to compose the email. You should select the 'Copy validation information to the clipboard' option to enable the 'OK' button.

When clicked, the validation information is copied to the clipboard.

You should then compose a new email, address it to support@riskease.com and paste the validation data into the email body before sending.

Receiving validation data

If we can validate your installation using the information supplied, you will shortly receive an email with the subject line 'RiskEase email validation'.

From ▼	support@riskease.com
Send	To...	x@y.com
	Cc...	
	Subject	RiskEase email validation

eyJzdWNjZXNzIjp0cnVlLCJsaWNlbnNlIjoidmFsaWQiLCJpdGVtX25hbWUiOiJSaXNrRWFzZSBNYX
N0ZXIgRWRpdGlvbiAoUHJvZHVjdCJRCAmIzgyMTE7IDEwMjJUpliwibGljZW5zZV9saW1pdCI6NTAs
InNpdGVfY291bnQiOjM5LCJleHBpcmVzIjoiGlmZXRpbWUiLCJhY3RpdmF0aW9uc19sZWZ0IjoxMS
wiY2hlY2tzdW0iOiIzZGFhZSFmMjYxNDI5YWZiZTkyMjg4YjQxYzBlZWMzNnyIsInBheW1lbnRfaWQi
OiIyMTM4NiIsImN1c3RvbWVyX25hbWUiOiJKb2huIClsImN1c3RvbWVyX2VtYWlsIjoiam9obkByaX
NrZWFzZS5jb20iLCJwcmljZV9pZCI6ZmFsc2V9<EOL>3144010d98ad71d42d7950086d277963

To enter the validation data, return to the RiskEase panel in Excels' Backstage view and click on 'Validate'.
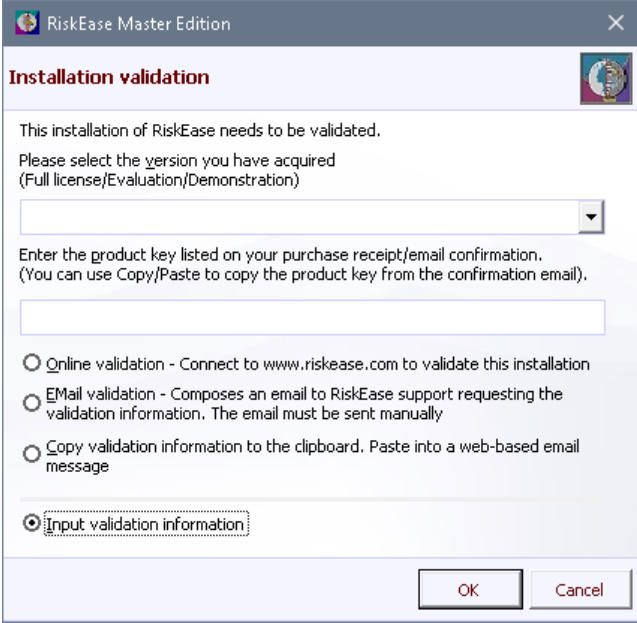
To complete the validation, select the 'input validation information' option and click OK. The following screen will be displayed:

If you use Outlook, it should be running before viewing this screen as RiskEase will attempt to read your default Inbox to locate a verification email. If found, the data will be copied from the message and placed in the form.

If you use another email client or web-based email, you should copy all the text from the message body and use the 'Copy from clipboard' button to paste into the form.

Do not use the Ctrl-V shortcut key to paste as the data is processed before pasting – this will only be done by using the Copy button.

When the OK button is enabled it should be clicked to validate the installation. You should receive a reply similar to that shown on page 4
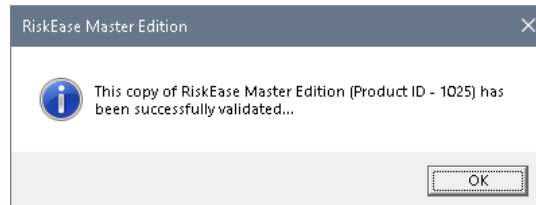
Please note:

If you see any other message, please check:

- All the validation data was copied from the email, if applicable.
- You are validating on the machine used to create the email
- If you use Outlook and you are validating multiple installations using the same email account, RiskEase will assume the first validation email found is to be used. In this case, you should close Outlook, display the Input validation data screen, restart Outlook, copy the validation data manually and paste using the 'Copy from clipboard' button.

If you still cannot validate your installation after checking these points, please contact us for assistance: support@riskease.com.

The 'Backup file' button is only used when revalidating RiskEase. See page 13 for details.

After validation

After your installation has been successfully validated, RiskEase will create a backup file containing the validation information in the (documents)\RiskEase4 directory. The file is named 'REValidation.data'.

You should copy this file to a secure location as it will be needed if you need to re-validate RiskEase.

RiskEase will need to be revalidated if it is uninstalled or otherwise removed from your computer but note it can only be revalidated on the computer on which it was originally validated.

Alternatively, if you validated via email, a copy of the reply received from RiskEase Ltd can be used to revalidate. You may want to retain a copy of the email.

Validation issues

Validation should be a straight forward procedure, however there are some issues that may arise.

The commonest validation issues are:

No activations left

Each license allows at least 1 activation. If this message is displayed then the maximum number of activations for your license has been reached.
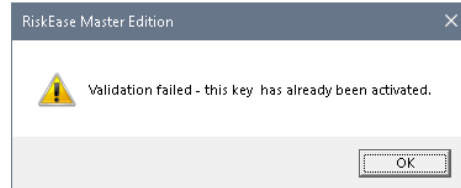
If you believe this should not be the case then please contact support@riskease.com

Invalid Item ID/Product key

You have selected an incorrect product for the license key input or you have mis-typed the product key.
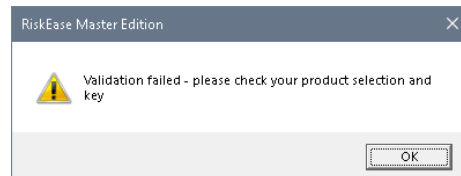
Please correct as necessary and try validating again.

Updating RiskEase.

From time to time, Riskease Ltd may release updates for RiskEase.

If updates are available, a small notification will be displayed when you start RiskEase.
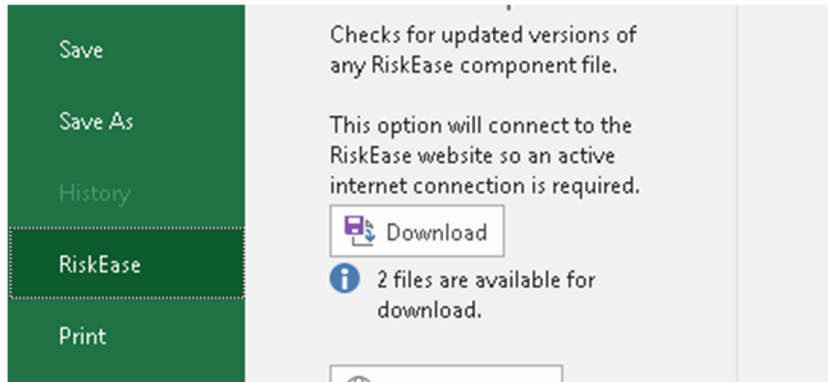

Click the download button to get a list of updated files, you will have an option to download.
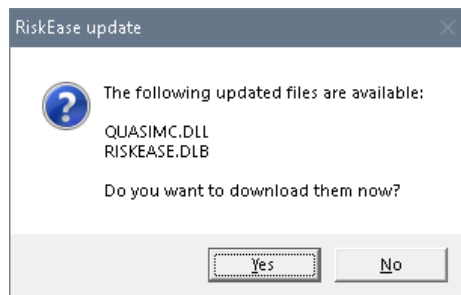
Using a proxy server.

Riskease uses a default configuration to check for updates. If you use a proxy server you will need to input the server IP address and port number so RiskEase can check for, and download, updates.

To edit the proxy configuration, use the 'Configure proxy' button on the RiskEase panel. This displays the following screen:
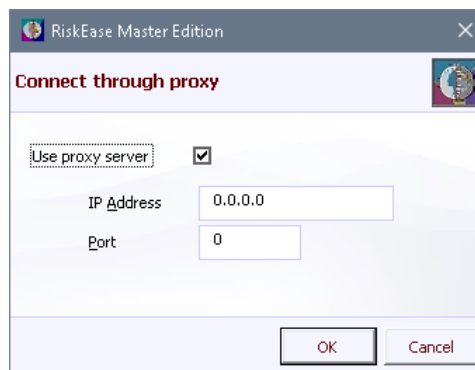
The input options are simply:

- Whether or not to use a proxy server
- The proxy IP address

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- The port number.

If needed, this information should be available from your I.T. support staff.

The IP address is a range of numbers in the format 0.0.0.0. The allowable values are 0 to 255 in each segment.

The Port number should be a positive integer in the range 0 to 65536

To test the settings, return to the RiskEase panel and click the 'Download' button. You should see either a list of available updates or confirmation no downloads are available.

If RiskEase is unable to connect, a message similar to the following will be displayed:
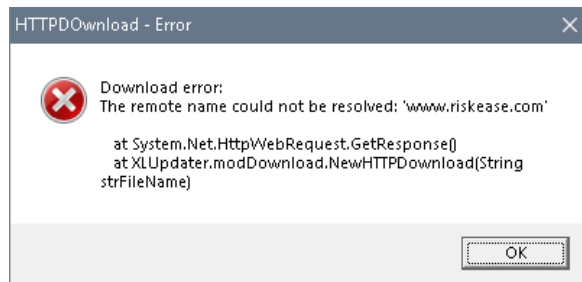
Re-installing RiskEase

If necessary, RiskEase can be re-installed simply by running the original setup program. If this is not available, download a new trial program from the RiskEase website:

https://www.riskease.com/riskease-master-edition/

If it is a simple re-install, then the original validation information in the registry will be used – if you had originally purchased a full licence then the new installation will also be a full licence.

If RiskEase was uninstalled, you will need the original validation backup file [(documents)\RiskEase4\REValidation.data] or, if you validated via email, a copy of the original reply from RiskEase Ltd.

![RiskEase Ltd. logo] **Risk**Ease Ltd.

Re-validating RiskEase

If it is necessary to validate your RiskEase installation, RiskEase will display the 'Validate' button in the right-hand panel and the Start button will be disabled.

The Validate button should only be visible when first running RiskEase after installing (or re-installing if the Windows Uninstaller was used to remove RiskEase from your computer).
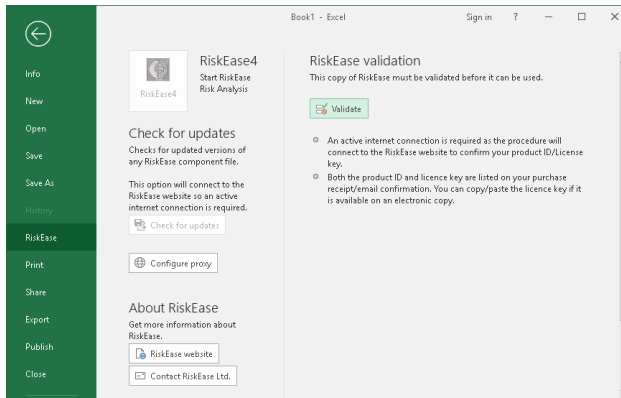
You will need either:

- The validation backup file

Or

- If validated via email, a copy of the original reply from RiskEase Ltd.

If you originally validated using email and a copy of the email is available, then please refer to the section heading 'Email validation', starting on page 5.

If you are using the validation backup file, then you should:
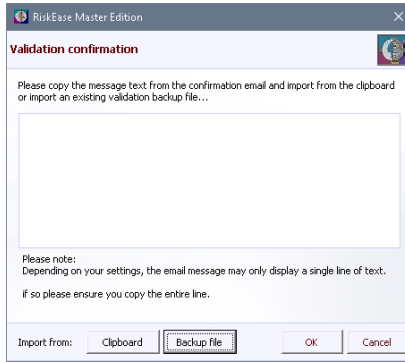
- Click the 'Validate' button

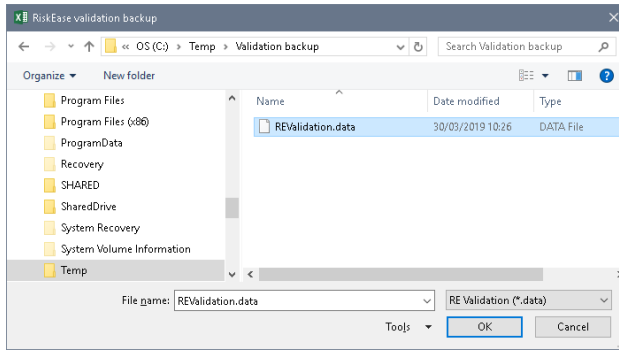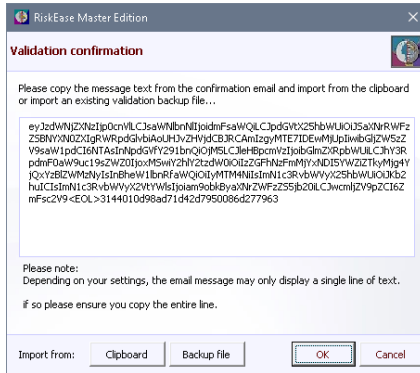- Select the 'Input validation information' option and click OK
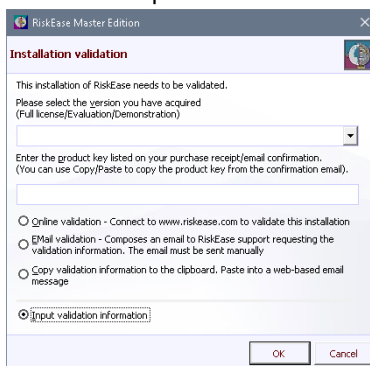
- Click the 'Backup file' button

- Locate the backup file using the File dialog and click 'OK'

- Click 'OK' when the validation information has been copied.

RiskEase should respond with the usual validation confirmation:

If you see any other message then please contact us for assistance – your backup file is corrupt.