

Windows XP Telephone Activation

- 1) When you start up Windows under the Start menu (click Start), there should be an option for Activation. Click it.
- 2) It should open up a screen that has radio buttons in front of three options. One option is to activate over the Internet. Another is to activate by telephone. And the third one is something like I don't want to activate now.
- 3) The easiest way is to activate over the Internet, but if your machines aren't hooked up to the Internet, select the radio button that is activate over the telephone and then click Next.
- 4) This should open up a Microsoft activation screen with the toll free telephone number to call and an installation ID. You must click change product key (even though it says don't do it without being told to by a Microsoft person) so that you get an installation ID that will actually work. This first one you get will not validate. It is VERY IMPORTANT to do the Change Product Key step!
- 5) When the Change Product Key screen opens, enter the key found on the COA sticker. This is the little blue/green sticker I sent you in the Windows XP cd sleeve. You should have three stickers. Use one per each black machine. Make sure all the numbers you type in the screen match up exactly to the sticker. When I do this I check three times and make sure if it is an 8 or a B or a 0 or an O (those kinds of potential problems)
- 6) Next click Update. I think that returns you to the activation screen and you will now have a list of numbers to use in making the telephone call. MAKE SURE you click UPDATE. Otherwise, you will be told you have an invalid key or something like that. Worst case, you won't have any installation ID at all and you will have to go back to step 5 again.
- 7) Phone the toll free number and follow through their responses. It takes a little while, but I have activated a license this way without problems.