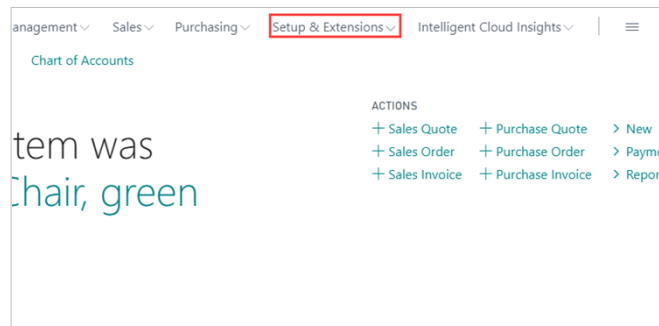


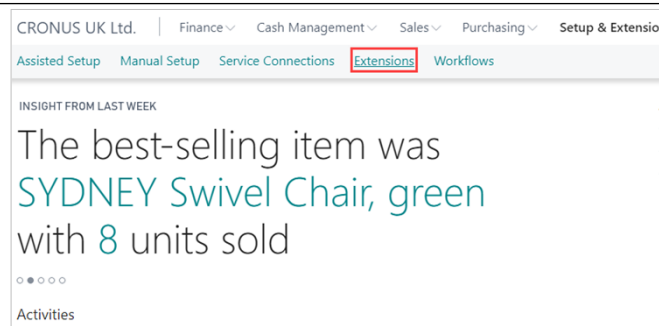
Installing the Document Capture App in Business Central 365 Cloud is simple and easy.

Start by selecting **"Setup & Extensions"** at the top of the role center.

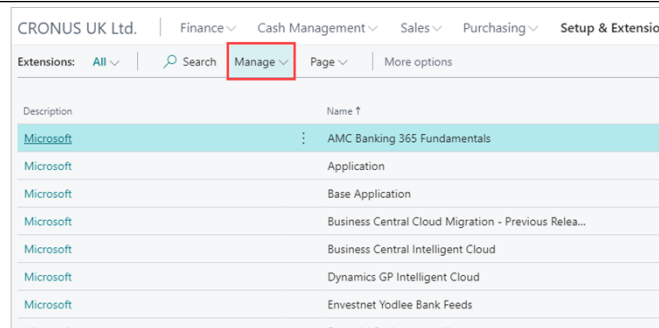
If you don't have the menu item "Setup & Extensions" available, you can search for "Extensions" using the magnifier in the top right corner.



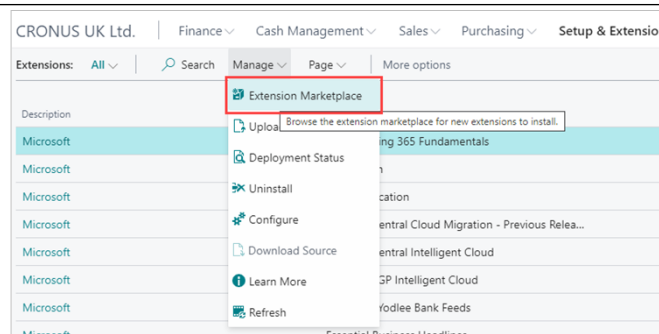
Select **"Extensions"**.



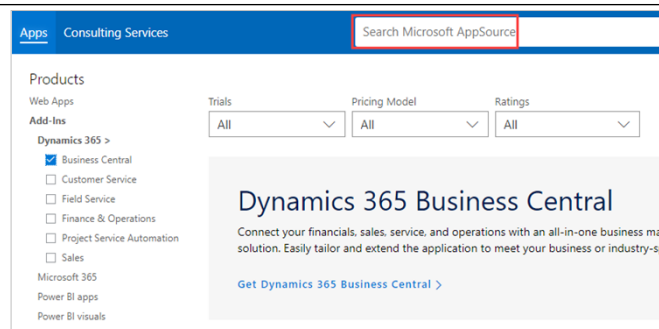
Followed by **"Manage"**.



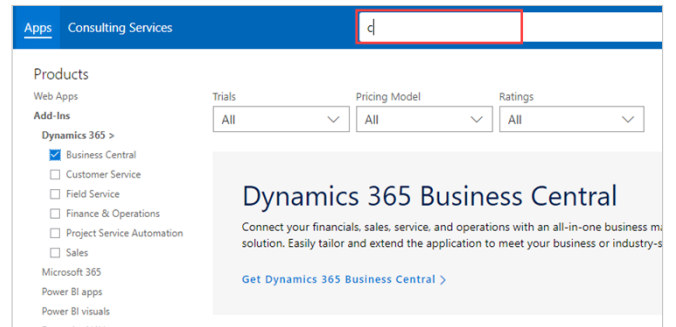
In the drop-down list, please select **"Extension Marketplace"** to open the list of available apps for Business Central.



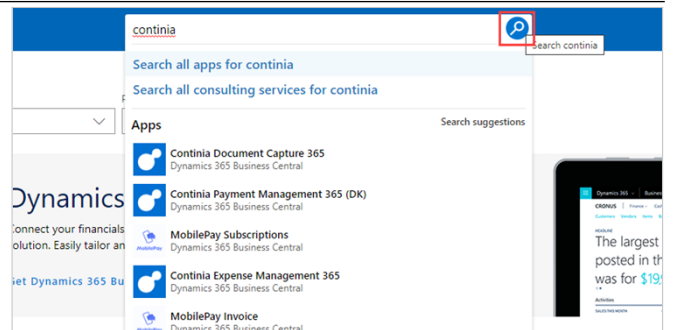
Place the cursor in the **"Search Microsoft AppSource"** box at the top of the page.



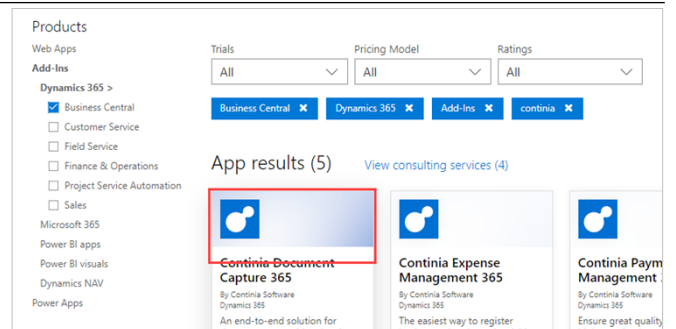
Enter "**continia**" to start searching for the Continia Software apps.



Select the magnifier-button or press "**Enter**" to view the list of Continia Software Apps.



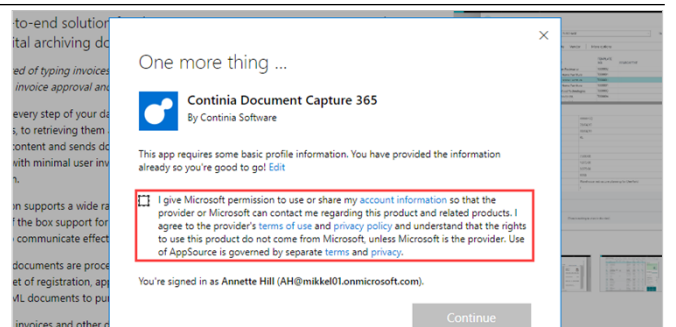
Select "**Continia Document Capture 365**".



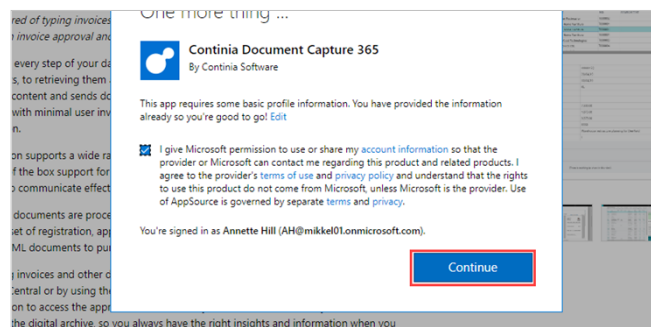
Select "**Free trial**".



To install the app, you must accept the terms and conditions.

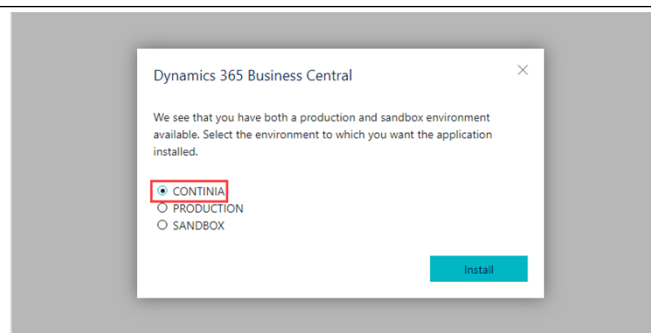


Select "**Continue**" when you are ready to start the installation.

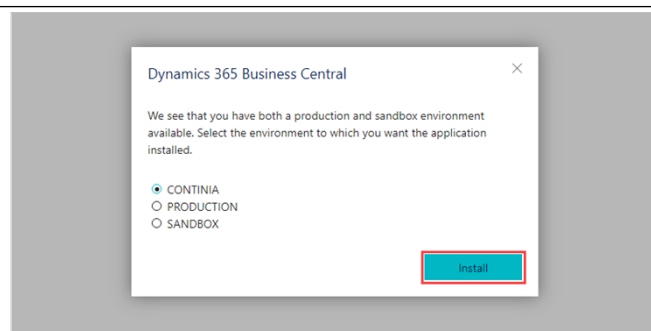


Choose in which environment you like to install the app. In this scenario, the app is installed in a sandbox environment called "**CONTINIA**".

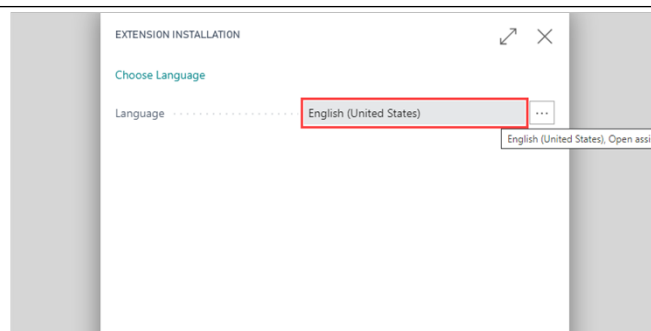
When you install Document Capture in a production environment, you are granted a 30 days free trial. When the 30 days expire, you can continue working by activating the solution, which will then start the billing period.



Select "**Install**" when you are ready to proceed.



When installing Document Capture, you can choose the application language you like.



To view the list of available languages, select "**Open assist edit**".



Choose the desired language.

	Chinese (Traditional, Hong Kong S.A.R.)
	Chinese (Traditional, Taiwan)
	Croatian (Croatia)
	Czech (Czech Republic)
	Danish (Denmark)
	Dutch (Belgium)
	Dutch (Netherlands)
	English (Australia)
	English (Canada)
	English (New Zealand)
	English (South Africa)
	English (United Kingdom)
→	English (United States)
	Estonian (Estonia)
	Select record "English (United States)"

And select "OK" to confirm the choice.


Belgium)
Canada)
Dance)
Switzerland)
Austria)
Germany)
Switzerland)
(Hungary)
Iceland)
ly)
Switzerland)
Japan)

OK Cancel

Now it is time to start the actual installation of the app. Select "Install" to proceed.

Install

The installation is now running. Select "OK" to close the page.

 We are installing the extension. You can view the progress on the Status page.

OK

To view the progress of the installation, select "Setup & Extensions" at the top of the page.

Cash Management Sales Purchasing Setup & Extensions Intelligent Cloud Insights

Bank Accounts Chart of Accounts

Overview and change system and application settings

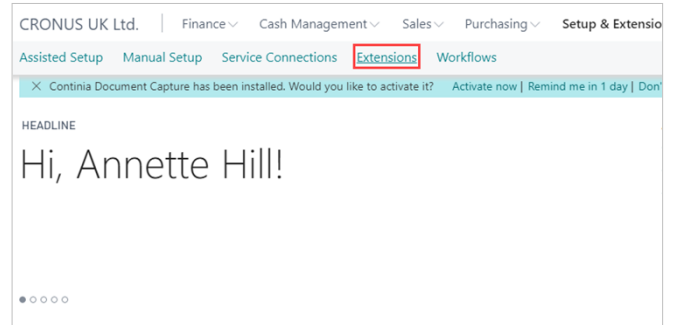
ACTIONS

+ Sales Quote + Purchase Quote

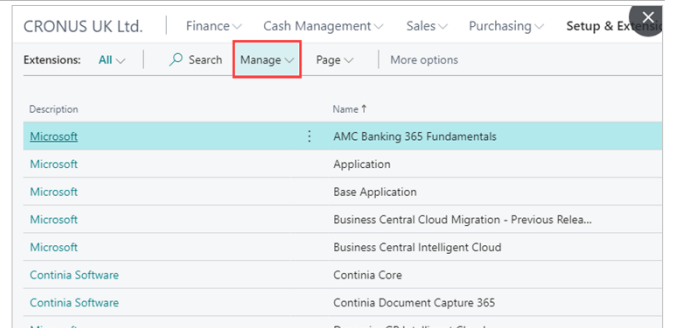
+ Sales Order + Purchase Order

+ Sales Invoice + Purchase Invoice

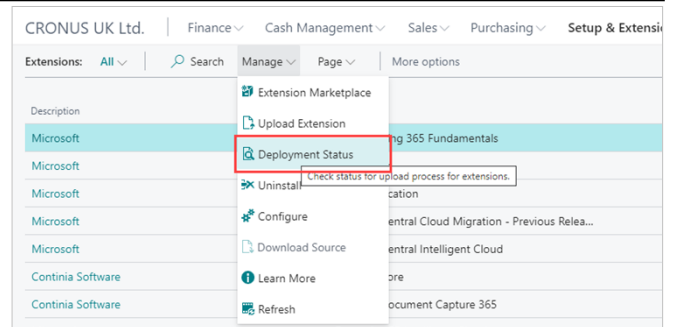
Select **"Extensions"**.



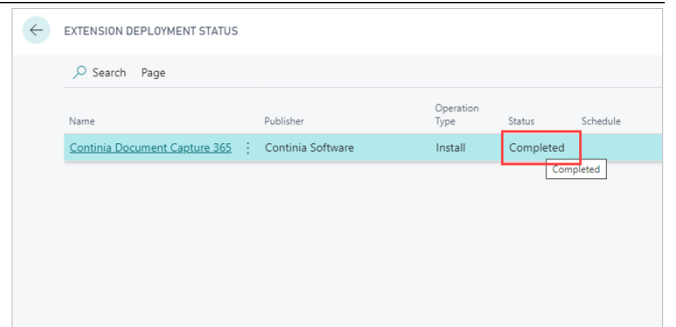
Followed by **"Manage"**.



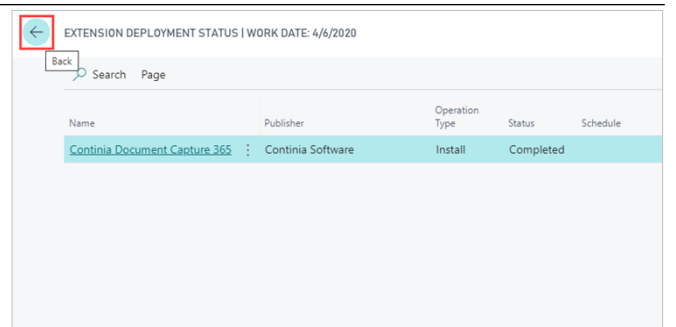
Select **"Deployment Status"** to view how the installation is proceeding.



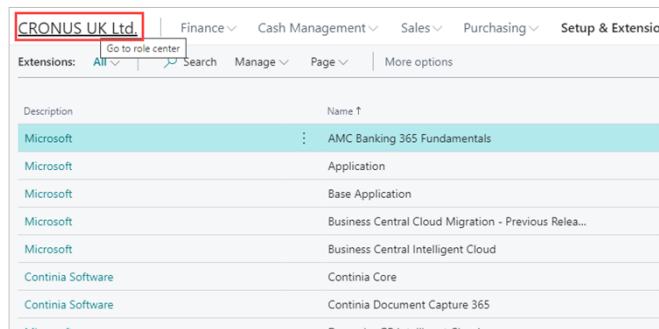
In the column **"Status"** the progress is displayed. When the status reads **"Completed"**, the Document Capture 365 installation is finished.



Select **"Back"** to return to the application list.



Select the company name in the top left corner to return to the Role Center.



At the top of the page, a message informs you that Continia Document Capture is installed. When you are ready, you can proceed with the activation and configuration of the application.

