

# Exercise 5 - How to use License Management

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## Introduction

This is the fifth exercise of the Basic Level. The main goal of this exercise is to show you how to use the License Management section.

The License Management section allows you to view information about your license, and also allows you to install a license that has been directly provided by [Xpand Add-ons](#) or the [Xpand-Addons Marketplace](#).



Licenses provided by Atlassian or acquired in the Atlassian Marketplace should not be installed on this screen. For those licenses, follow the instructions [here](#).



### Xporter for Jira Cloud

The License Management screen is not available in Xporter for Jira Cloud because only Atlassian licenses are allowed there. They are managed in **Manage Add-ons** administration page.

The screenshot shows the Jira Administration interface. The left sidebar contains a list of navigation items: ATlassian Marketplace, Find new add-ons, Manage add-ons, Xporter for Jira, Global Settings, Templates, Template Store, Scheduled Reports, Permission Schemes, File Servers, Post Function Authentication, **License Management** (highlighted with a red box), and Documentation. The main content area is titled 'Administration' and includes a search bar. Below the navigation tabs (Applications, Projects, Issues, Add-ons, User management, System), the 'Add-ons' tab is selected. The 'Xporter for Jira License' section displays a table with the following information:

Status	Valid
Server ID	BLMV-F5KP-NGDG-JL55
License Start Date	2016-01-01
Maintenance expires	2019-08-01
User Limit	500
License Type	production

Below the table, there is a blue information box stating: 'Licenses are available on the Atlassian Marketplace and are managed through the Universal Plugin Manager (UPM).' A link below this box reads: 'Click here to install a license provided by Xpand IT (not from Atlassian Marketplace)'.

Navigating to the **License Management** on the Xporter for Jira administration section Add-ons page of the Jira Administration, you'll see the Xporter for Jira License screen, with the following information:

- **Status** of the Xporter for Jira License in use on your Jira instance;
- **Support entitlement number (SEN)**, this field must be used when you need to get support from our team;
- **Organization name**;
- **Server ID** of your Jira instance;
- **License Start Date** of the Xporter for Jira License in use on your Jira instance;
- **Maintenance expiration date** of the Xporter for Jira License in use on your Jira instance;
- **User Limit** of the Xporter for Jira License in use on your Jira instance;
- **License Type** of the Xporter for Jira License in use on your Jira instance;

## The Exercise(s)



In order to perform this exercise properly, we'll start by having no Xporter for Jira license in use.

In the Global Settings, turn **Off** the *Enable Xporter for Jira for all projects and all users*, and turn **On** the *Enable Xporter for Jira panel on Single Issue View*. Click **Save**.

### 1) Viewing your License information and adding an Atlassian Marketplace license

Navigate to **License Management** on the Xporter for Jira administration section Add-ons page of the Jira Administration and you'll see the Xporter for Jira License screen. You will see *Your Xporter for Jira License is not valid! Please purchase Xporter for Jira with a valid license or request a trial license* displayed next to its **Status**. You will also see *License is Missing* on the remaining entries.

On a different tab, navigate to any issue on your Jira instance. On the Xporter for Jira panel on the right sidebar, an *Error! message Invalid or Missing License! Please install a valid Xporter for Jira License* will be displayed. If you try to bulk export, the same message will be displayed.

## Manage add-ons

You can install, update, enable, and disable add-ons here. [Find new add-ons.](#)

A newer version of the Universal Plugin Manager is available. [Update Now](#) [Skip this version](#) [Remind me later](#)

Filter visible add-ons ▼
User-installed ▼
[Upload add-on](#) [Build a new add-on](#)

## User-installed add-ons

>  Atlassian JIRA - Plugins - Instance Health Plugin	UPDATE AVAILABLE	<a href="#">Update</a>
>  Atlassian Universal Plugin Manager Plugin	UPDATE AVAILABLE	<a href="#">Update</a>
>  HipChat for JIRA	UPDATE AVAILABLE	<a href="#">Update</a>
>  Quick Reload - Stealing time back from Maven since 2013. Just press up arrow!		
>  Support Tools Plugin	UPDATE AVAILABLE	<a href="#">Update</a>
<b>Xporter for JIRA</b> <a href="#">Buy now</a>		

A plugin which exports JIRA Issues to PDF and DOCX Files using templates based on Microsoft Word (DOCX).

Your trial is expiring on 23/Mar/17. [Buy a license for this add-on.](#)

[Buy now](#)
[Get started](#)
[Configure](#)
[Uninstall](#)
[Disable](#)

No screenshots available

Version: 5.0.0  
Vendor: Xpand IT  
Add-on key: com.xpandit.plugins.jiraxporter  
License details: Evaluation, Unlimited-user commercial license, Standard, expires 23/Mar/17  
License status: Valid  
License SEN: SEN-L9321199  
License key: AAABRA80DA...

95 of 95 modules enabled

Back to the Jira Administration tab, navigate to the **Manage Add-ons** section on your left sidebar, and scroll down to the **Xporter for Jira** entry. Expand it and click the **Free Trial** option. A pop-over prompt to *Accept terms and agreements* will be displayed, **Accept** it and input your *Atlassian account login* data. **Log In**, and after the success message, **Close** the pop-over.



To create an Atlassian Account, just sign up [here](#). It's free, and you can use it to request 30-day trials of its numerous marketplace apps.

Navigate again to **License Management** and you'll see the Status now is displayed as Valid, and all the remaining fields will be properly populated. Please note the *License Type* information says you're using a **Trial (Atlassian Marketplace)** license.

Back on your issue navigator tab, the Xporter for Jira panel on the right sidebar will be properly displayed, and you can go ahead and export it. Perform a bulk export as well. When you open your generated documents, you'll notice the footer will display the message *Evaluation only. Created with a Trial Version of Xporter for Jira*. Since this is a trial license, this is expected.

If you have an Atlassian Marketplace Production license, you can follow the same steps, but no *Trial* message will be displayed in the document footer.

## 2) Setting up your Xpand-Addons Marketplace Account

Besides the Atlassian Marketplace licenses, you can also obtain both Production and Trial Xporter for Jira licenses through the [Xpand-Addons Marketplace](#).


We're now going to learn how to use them.


[Products](#)
[Sign In](#)
[Sign Up](#)



# Sign Up

First, go to the [Xpand-Addons Marketplace](#) and click **Sign Up**. Fill out the form. When you're done, wait for the Activation email to arrive. Follow the *Activate Your Account* link contained in it, and then just **Sign In**.

At the top of the page, click **Products**, and on the *Apps Available* page, scroll to *Xporter* and **View Details**. On the new page, scroll down again to the **Try** dropdown, and select the User Limit of your Jira instance.

 Since you've installed an Atlassian Marketplace trial account on the previous exercise, you can verify it on the **License Management** on the Xporter for Jira administration section Add-ons page of the Jira Administration, next to the *User Limit* entry.

After that, a new page will be loaded, and you'll be prompted to input your Jira instance *Server ID*. Fill it out and click **Checkout**.

 As in the User Limit, you can verify your Jira Server ID on the **License Management** on the Xporter for Jira administration section Add-ons page of the Jira Administration, next to the *Server ID* entry.

You'll be redirected to your account Licenses page, and there will now be a *Xporter for Jira* entry. Under **Actions**, click **View**, and the entry will expand with all the license details. Now, just copy your License Key.

### 3) Adding a Xpand-Addons Marketplace License

Back to your Jira instance, navigate to **License Management** on the Xporter for Jira administration section Add-ons page of the Jira Administration. Click on the **Click here to install a license provided by Xpand IT (not from Atlassian Marketplace)** button. At the bottom of the grid with the license details, select **Remove**. A *Warning!* message will be displayed, informing *Sorry, you cannot update your market license on this screen. Please use the Plugin Manager instead*, which is expected because you're trying to remove an *Atlassian Marketplace* license on a *Xpand-Addons Marketplace* license field.

Go then to the **Manage Add-ons** section on your left sidebar, and scroll down to the **Xporter for Jira** entry. Expand it and **Edit** the License Key entry, deleting the contents of the field and replacing them with your *Xpand-Addons Marketplace* license. Click **Update**. An *Error!* message will be displayed, informing *Your app license is invalid. Ensure that the entire app license, including line breaks, is exactly as provided*, which is expected since you're trying to input a *Xpand-Addons Marketplace* license on an *Atlassian Marketplace* license field.

Just leave the *License Key* field empty, click **Update** and return to **License Management** on the Xporter for Jira administration section Add-ons page of the Jira Administration.

Go to the **Click here to install a license provided by Xpand IT (not from Atlassian Marketplace)** button at the bottom of the grid with the license details. Click it to expand, paste your *Xpand-Addons Marketplace* license and click **Add**. A *Success!* message informing *License successfully added*, and all the fields will be properly populated.

On your issue navigator tab, the Xporter for Jira panel on the right sidebar will be properly displayed, and you can go ahead and export it. Perform a bulk export as well. When you open your generated documents, you'll notice the footer will display the message *Evaluation only. Created with a Trial Version of Xporter for Jira*. Since this is a trial license, this is expected.

If you have a Xpand-Addons Marketplace Production license, you can follow the same steps, but no *Trial* message will be displayed in the document footer

**Congratulations! You have completed the Basic level 😊 Please proceed to the next level.**

 If you like this exercise, please leave a comment or a 👍. Your feedback is very important to us.

Thank you in advance.

Enjoy our product. 😊