

Registering for the Enterprise License Agreement Program



What's in this guide?

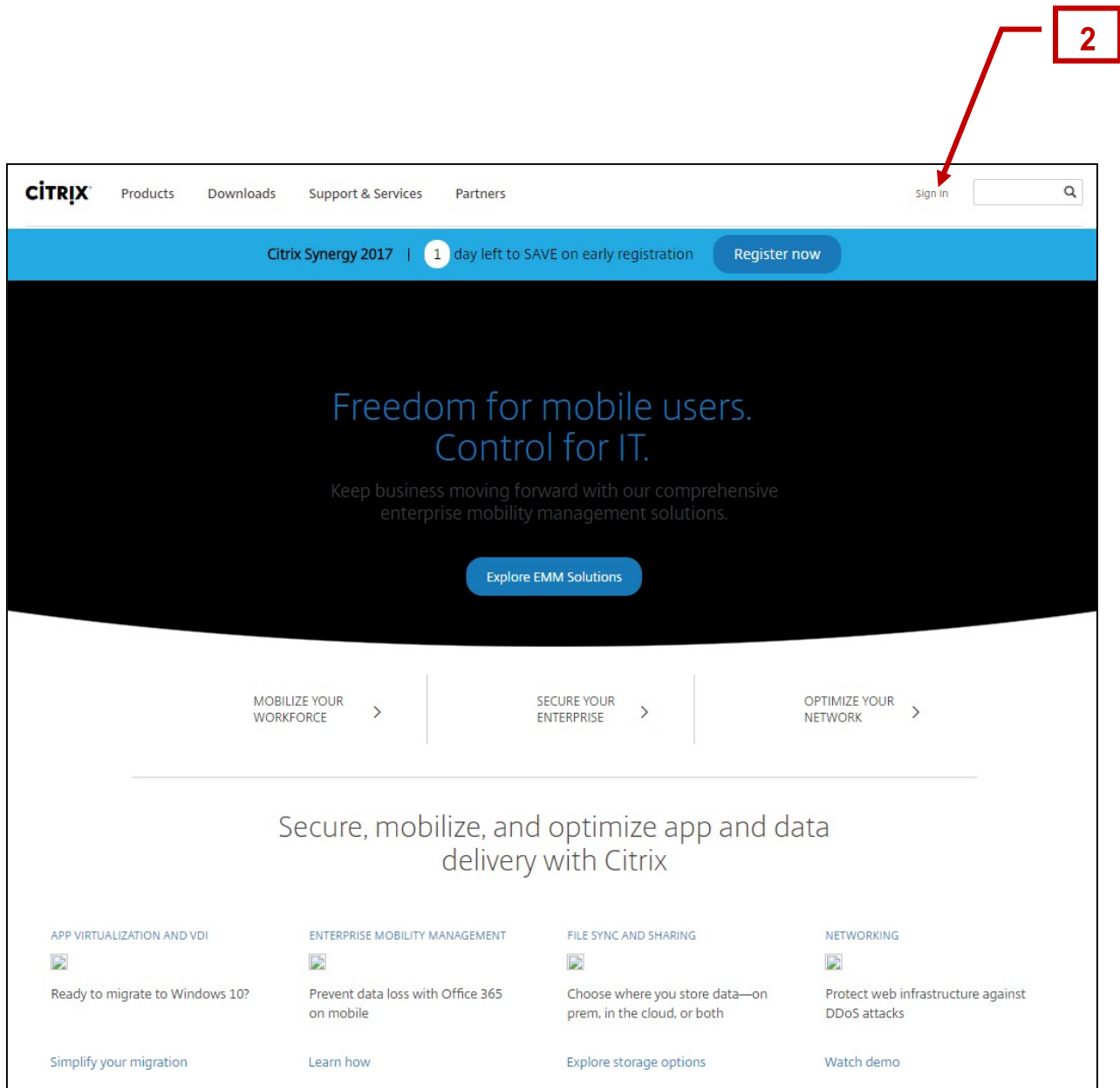
This guide provides step-by-step instructions for an organization to register itself for the Enterprise License Agreement ("ELA") Program on Citrix.com.

The steps below are for individuals who have existing Citrix accounts. See the guide titled [Creating a Citrix Account](#) for instructions on how to create your Citrix account. An authorized Citrix partner can register your organization for the Enterprise License Agreement Program for you. For additional assistance with either establishing a Citrix account or registering for the Enterprise License Agreement Program, please contact an authorized Citrix partner. Locate a partner at www.Citrix.com/Partners/Locator.

Why register for the Enterprise License Agreement Program?

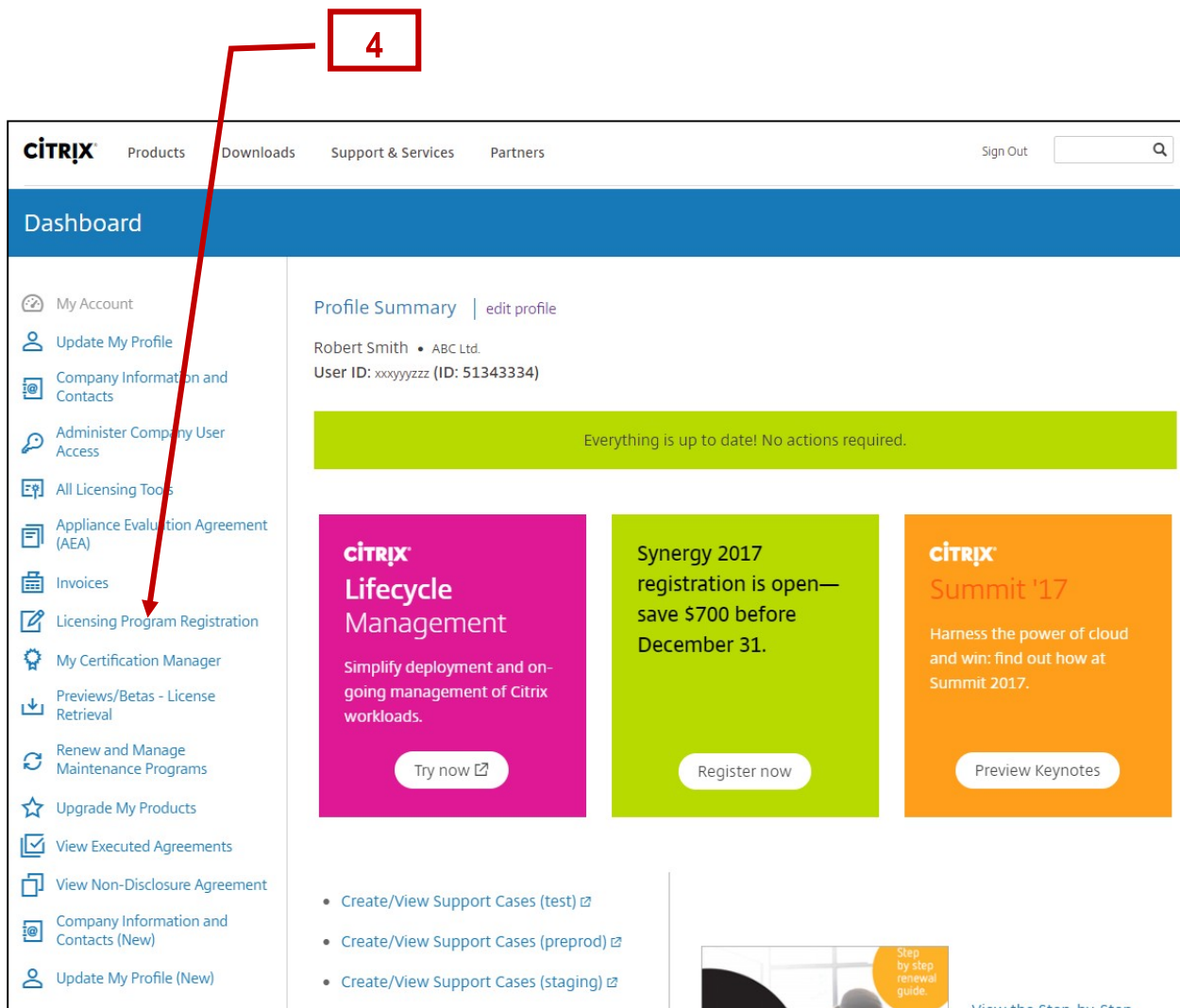
The Enterprise License Agreement Program offers a straightforward online agreement with multiple renewal options, making it simple to manage and leverage across an organization. Once registered, any qualified product purchase earns customers the same discount for all eligible Citrix products and select Citrix services. Discounts apply for three years and may be increased and extended with a qualified purchase. Registering for the program does not commit or obligate you or your organization to any purchase.

1. Go to www.citrix.com.
2. Click **Sign In**.



3. Sign into Citrix.com by:
 - a. Enter your User name and Password.
 - b. Click **Sign In**.

The image shows a screenshot of the Citrix Sign In page. On the left is the Citrix logo. To its right is the 'Sign In' heading. Below the heading are two input fields: the top one contains 'xxxxyyzzz' and the bottom one contains '.....'. A red bracket groups these two fields, with a red arrow pointing from a red box labeled '3a' to the bracket. Below the password field is a 'Reset password' link. Underneath is a checkbox labeled 'Keep me signed in'. A large blue 'Sign in' button is positioned below the checkbox. A red arrow points from a red box labeled '3b' to the 'Sign in' button. At the bottom of the page are two links: 'Create Citrix Account' and 'Can't access your account? Let us know!'.

4. Click [Licensing Program Registration](#).

The screenshot shows the Citrix user dashboard. At the top, there is a navigation bar with the Citrix logo and links for Products, Downloads, Support & Services, and Partners. A search bar and a Sign Out button are on the right. Below this is a blue header labeled "Dashboard".

The left sidebar contains a list of menu items:

- My Account
- Update My Profile
- Company Information and Contacts
- Administer Company User Access
- All Licensing Tools
- Appliance Evaluation Agreement (AEA)
- Invoices
- Licensing Program Registration** (highlighted with a red arrow)
- My Certification Manager
- Previews/Betas - License Retrieval
- Renew and Manage Maintenance Programs
- Upgrade My Products
- View Executed Agreements
- View Non-Disclosure Agreement
- Company Information and Contacts (New)
- Update My Profile (New)

The main content area is titled "Profile Summary | edit profile" and shows the user's name "Robert Smith" and company "ABC Ltd." with a "User ID: xxxxyyzzz (ID: 51343334)". A green banner below this states "Everything is up to date! No actions required."

There are three promotional cards:

- CITRIX Lifecycle Management**: "Simplify deployment and on-going management of Citrix workloads." with a "Try now" button.
- Synergy 2017 registration is open—save \$700 before December 31.** with a "Register now" button.
- CITRIX Summit '17**: "Harness the power of cloud and win: find out how at Summit 2017." with a "Preview Keynotes" button.

At the bottom, there is a list of support case actions:

- [Create/View Support Cases \(test\)](#)
- [Create/View Support Cases \(preprod\)](#)
- [Create/View Support Cases \(staging\)](#)

A "Step by step renewal guide" is also visible in the bottom right corner.

5. Click the **Enterprise Licensing** tab.
6. To learn more about the Enterprise License Program:
 - a. Click **View the Program Overview** link, or
 - b. Click **Enterprise License Program terms** link.
7. To register for the Enterprise License Program click **Begin registration**.

The screenshot shows the Citrix Licensing Program Registration page. The page title is "Licensing Program Registration". The navigation menu includes "GELA", "GELA Academic Licensing", "Licensing Program Registration - Overview", "Enterprise Licensing", "Easy", and "Education". The main content area features a "Register for ELA" button, a welcome message for Robert Smith, and a "Begin registration" link. A table titled "Citrix License Program Benefits" shows various benefits across different ELA levels (1-6). A sidebar on the left contains various account and licensing tools. Red callout boxes and arrows highlight specific elements: box 5 points to the "Enterprise Licensing" tab, box 7 points to the "Begin registration" link, box 6a points to the "View the Program Overview" link, and box 6b points to the "Enterprise License Program terms" link.

5

7

6a

6b

CITRIX Products Downloads Support & Services Partners Sign Out

Licensing Program Registration

GELA GELA Academic Licensing Licensing Program Registration - Overview Enterprise Licensing Easy Education

CITRIX Enterprise License Program
BEST DISCOUNT. ALL PRODUCTS.

Register for ELA

Welcome **Robert Smith**,
Your company **ABC Ltd.** is a candidate for joining the Citrix Enterprise License Program

Begin registration for the Citrix Enterprise License Program

Enterprise License Program Resources
Program Resources
Champion Tools

Citrix License Program Benefits

- Earn discounts that apply to the entire portfolio of Citrix/Delivery Center products and select services
- Find simple online program registration with straightforward terms and conditions for all Citrix purchases
- Buy only what you need at the best price as business requirements evolve

ELA Level	1	2	3	4	5	6
Your Citrix Investment						
Your Discount:						
Citrix Delivery Center Products		✓	✓	✓	✓	✓
Citrix Professional Services				✓	✓	✓
Executive Program Membership				✓	✓	✓
Online Agreement Management	✓	✓	✓	✓	✓	✓

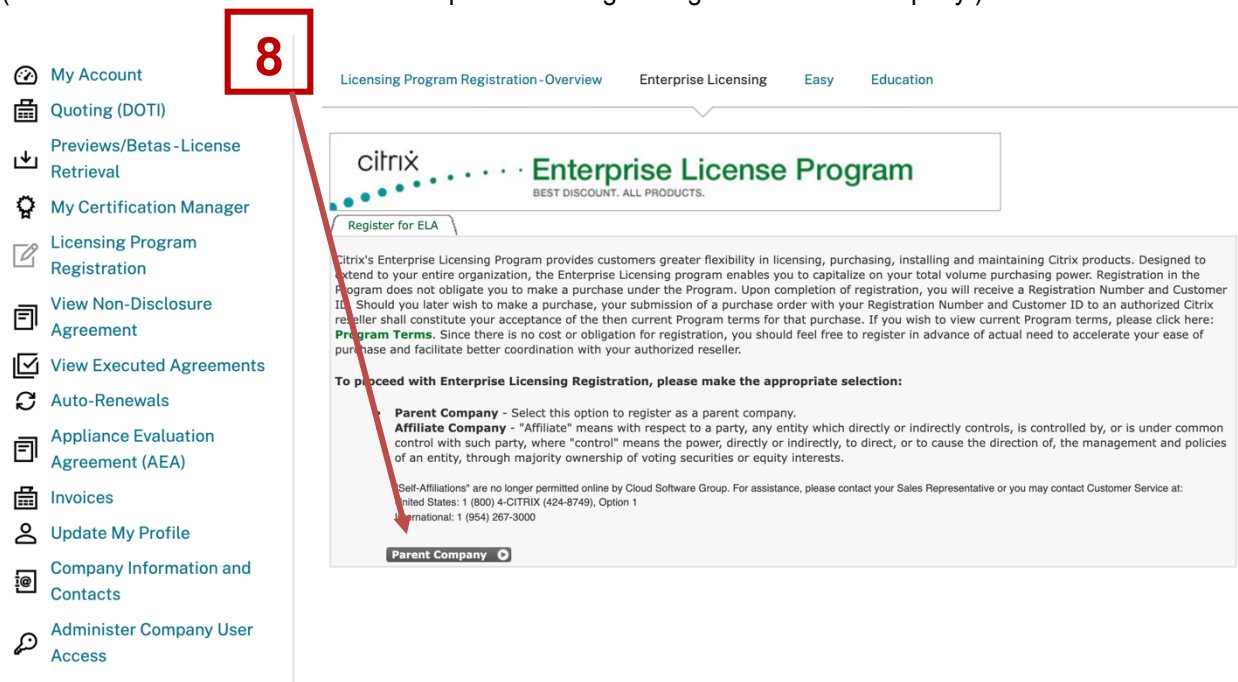
View the Program Overview
Find a trusted **Citrix Solution Advisor**.

View the Enterprise License Program terms

My Account
Update My Profile
Company Information and Contacts
Administer Company User Access
All Licensing Tools
Appliance Evaluation Agreement (AEA)
Invoices
Licensing Program Registration
My Certification Manager
Previews/Betas - License Retrieval
Renew and Manage programs
Products
View Executed Agreements
View Non-Disclosure Agreement
Company Information and Contacts (New)
Update My Profile (New)

8. If your organization is a Parent Company, click **Parent Company**.
9. If your organization is an affiliate of a parent company that has a valid Enterprise License Agreement Program registration, you may wish to register as an affiliate of your parent organization's Enterprise License Agreement., See the guide titled [Registering as an Affiliate for the ELA Program](#) for step-by-step instructions on how a parent can register an affiliate to their ELA program registration.

(The instructions below will follow the process of registering as a Parent Company.)



The screenshot shows the Citrix Enterprise License Program registration page. On the left is a navigation menu with items like 'My Account', 'Quoting (DOTI)', 'Previews/Betas - License Retrieval', 'My Certification Manager', 'Licensing Program Registration', 'View Non-Disclosure Agreement', 'View Executed Agreements', 'Auto-Renewals', 'Appliance Evaluation Agreement (AEA)', 'Invoices', 'Update My Profile', 'Company Information and Contacts', and 'Administer Company User Access'. The main content area is titled 'Citrix Enterprise License Program' with the tagline 'BEST DISCOUNT. ALL PRODUCTS.' Below this is a 'Register for ELA' button. The text explains the program's benefits and terms. A section titled 'To proceed with Enterprise Licensing Registration, please make the appropriate selection:' contains two radio buttons: 'Parent Company' (which is selected) and 'Affiliate Company'. A red box with the number '8' is positioned above the 'Parent Company' radio button, and a red arrow points from it to the button. At the bottom, there is a 'Parent Company' button with a dropdown arrow. Contact information for Citrix is provided at the bottom of the page.

10. You must choose a Primary Contract Administrator to be responsible for administering your Enterprise License Agreement Program registration and receiving notifications that impact the organization's License Program.
 - a. If the person who will be your Primary Contract Administrator is displayed in the box, click the circle in front of the name, then click **Continue**.
 - b. If the person who will be your Primary Contract Administrator is not displayed in the box, click **Add New Contact**. See the guide titled [Adding a New Contact to your Company's Citrix Account](#) for detailed instructions on how to add a new contact.

The screenshot shows the Citrix Licensing Program Registration page. The navigation menu on the left includes items like 'My Account', 'Update My Profile', 'Company Information and Contacts', and 'Company User'. A red box labeled '10' highlights the 'Company User' link. The main content area displays the 'Enterprise License Program' registration form. A red box labeled '10a' highlights the 'Add New Contact' button. A red box labeled '10b' highlights the 'Continue' button. The table below the text contains the following data:

First Name	Last Name	Phone	Email Address
Robert	Smith	44 (1753) 276200	rsmith@abcltd.com

11. You must select a Secondary Contract Administrator to serve as a backup for the Primary Contract Administrator in administering your Enterprise License Agreement Program registration.
 - a. If the person who will be your Secondary Contract Administrator is displayed in the box, click the circle in front of the name, then click **Continue**.
 - b. If the person who will be your Secondary Contract Administrator is not displayed in the box, click **Add New Contract**. See the guide titled [Adding a New Contact to your Company's Citrix Account](#) for detailed instructions on how to add a new contact.

The screenshot shows the Citrix Licensing Program Registration interface. The main content area displays the following text:

Register for ELA

Your organization must have a **Secondary Contract Administrator** to serve as a back-up for the Primary Contract Administrator in administering your License Program Registration.

Please select a **Secondary Contract Administrator** from the list of names below. If the **Secondary Contract Administrator** is not listed please click the "Add New Contact" button

	First Name	Last Name	Phone	Email Address
<input type="radio"/>	Sarah	Green	44 (1753) 276200	sgreen@abctld.com
<input type="radio"/>	Robert	Smith	44 (1753) 276200	rsmith@abctld.com

Below the table are two buttons: **Add New Contact** and **Continue**.

Red annotations on the screenshot include:

- A red box labeled "11" pointing to the table of contacts.
- A red box labeled "11a" pointing to the "Continue" button.
- A red box labeled "11b" pointing to the "Add New Contact" button.

12. To add additional contacts to enable your organization to take advantage of your organization's program benefits and potentially increase your program benefits by coordinating your investments in Citrix products, click **Add Contacts**. See the guide titled [Adding a New Contact to your Company's Citrix Account](#) for detailed instructions on how to add a new contact.
13. To add another organization as an affiliate to enable them to take advantage of your organization's program benefits, See the guide titled [Adding an Affiliate to your Enterprise License Agreement](#) for instructions on how to add an affiliate.
14. Click **Complete Registration**.

The screenshot shows the Citrix Enterprise License Program registration page. On the left is a navigation menu with the following items: My Account, Quoting (DOTI), Previews/Betas-License Retrieval, My Certification Manager, Licensing Program Registration, View Non-Disclosure Agreement, View Executed Agreements, Auto-Renewals, Appliance Evaluation Agreement (AEA), Invoices, Update My Profile, Company Information and Contacts, and Administer Company User Access. The main content area is titled 'Enterprise License Program' with the tagline 'BEST DISCOUNT. ALL PRODUCTS.' and a 'Register for ELA' button. Below this, there is a section titled 'Citrix makes it simple for you to allow affiliates and other contacts within your organization to take advantage of the Enterprise License Program:' followed by three bullet points: 'Add your affiliate', 'Affiliate Registration', and 'Add contacts'. At the bottom of the main content area, there are two buttons: 'Add Contacts' and 'Complete Registration'. A red box with the number '12' is positioned above the 'Add Contacts' button, and a red box with the number '14' is positioned above the 'Complete Registration' button. Red arrows point from these boxes to their respective buttons.

12

14

My Account
 Quoting (DOTI)
 Previews/Betas-License Retrieval
 My Certification Manager
 Licensing Program Registration
 View Non-Disclosure Agreement
 View Executed Agreements
 Auto-Renewals
 Appliance Evaluation Agreement (AEA)
 Invoices
 Update My Profile
 Company Information and Contacts
 Administer Company User Access

Licensing Program Registration - Overview Enterprise Licensing Easy Education

citrix **Enterprise License Program**
 BEST DISCOUNT. ALL PRODUCTS.

Register for ELA

Citrix makes it simple for you to allow affiliates and other contacts within your organization to take advantage of the Enterprise License Program:

- **Add your affiliate** : Extend all of the Enterprise License Program benefits directly to your affiliate under your Registration. You must agree to be legally responsible for this affiliate under your Enterprise License Program Registration.
- **Affiliate Registration** : Ask your affiliate to register themselves under the Affiliate Registration, which incorporates terms and conditions from your Enterprise License Program registration. Your affiliate will be legally responsible for itself, but you will both benefit from an aggregated discount level.

Please note: "Self-Affiliations" are no longer permitted online by Cloud Software Group. For assistance, please contact your Sales Representative or you may contact Customer Service at:
 United States: 1 (800) 4-CITRIX (424-8749), Option 2
 International: 1 (954) 267-3000

- **Add contacts** : Raise other departments awareness of the organization's Enterprise License Program benefits, allowing your organization to maximize their spend with Citrix. Contacts simply need to register for a Citrix.com account to access your personalized Enterprise License Program landing page, which includes a summary of your organization's discounts, applicable benefits and future product promotions.

To complete the Affiliate Registration, your affiliate needs the Customer ID and Registration Number issued upon completion of this Enterprise License Program Registration process.

Affiliates in other geographies may prefer to go through the Enterprise License Program Affiliate Registration. This allows them to order product in their own regions. Affiliates added directly to your Registration are restricted to ordering product in the region where the Registration originated.

Add Contacts **Complete Registration**

15. You are now registered in the Enterprise License Agreement Program. Please make note of your information.
16. Publishing your Enterprise License Agreement Program information to your trusted Citrix Advisor(s) gives them your contract and discount information to simplify Citrix product procurement. To publish your registration to your trusted Citrix Advisor(s), click **Publish Registration**. See the guide titled [Publishing your ELA program Information to a Citrix partner](#) for step-by-step instructions on how to publish your registration information to your selected Citrix partners.
17. Click **Manage Registration** to manage your organization's information, update contacts and access program benefits.

The screenshot displays the Citrix Licensing Program Registration dashboard. The main content area shows a 'Thank You' message and a table of registration details. The table is as follows:

CustomerID:	51343334
Contract Number:	703963
Contract Type:	ELA
Company:	ABC Ltd.
Company URL:	
Company Address:	29 Eastbourne Terrace Floor 16 London, London W2 6LE United Kingdom
Company Phone:	44 (1753) 276200
Primary Administrator :	Robert Smith
Secondary Administrator :	Sarah Green

Below the table, there are two buttons: **Publish Registration** and **Manage Registration**. The left sidebar contains navigation links, with 'Company Information and Contacts' highlighted by a red box labeled '17'. The main content area has a red box labeled '15' around the 'Thank You' message and another red box labeled '16' around the 'Publish Registration' and 'Manage Registration' buttons. Red arrows point from the '15' box to the registration details table, from the '16' box to the 'Publish Registration' and 'Manage Registration' buttons, and from the '17' box to the 'Company Information and Contacts' link in the sidebar.

Establish your program level and corresponding benefits by submitting a qualified order to an authorized Citrix partner.