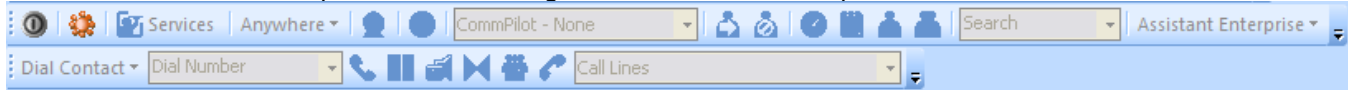



Downloading and Installing the Assistant-Enterprise Toolbar

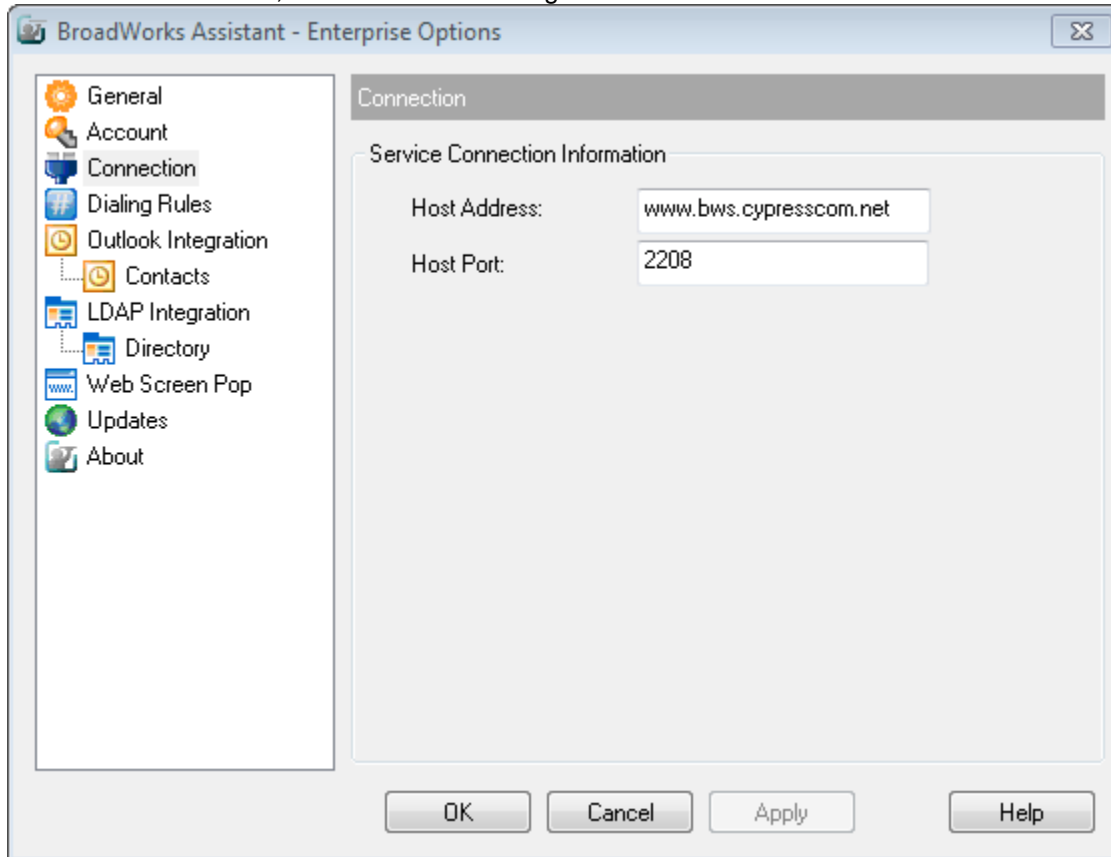
1. Download the Assistant-Enterprise toolbar by going to this address and downloading the ZIP file:
 - <http://cypresscom.net/downloads/BWAssistant.zip>
2. Unzip the file, and run the Assistant-Enterprise Windows Installer Package file (bworks-assistant-v1_16_0_184_1.msi)
3. Follow the prompts in the install wizard to complete the installation.

Configuring the Assistant-Enterprise Toolbar

1. Access the Assistant-Enterprise Toolbar through Outlook or Internet Explorer.



2. Click the **Options**  button on the toolbar.
3. Select the **Connection** tab, and enter the following information:



- **Host Address:** www.bws.cypresscom.net
- **Host Port:** 2208

4. Select the **Account** tab, and enter the following information:



USER ID



PASSWORD

PHONE NUMBER

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- **Username:** Your 10-digit phone number
- **Password:** Your CommPilot Web Portal password.

5. Click **OK**.
6. Click the **Login**  button on the toolbar. The **Login** button should now turn green .
7. The Assistant-Enterprise toolbar is now connected and ready for use.