PERKINELMER INFORMATICS DOWNLOAD CENTER
NAVIGATION AND ADMINISTRATION GUIDE
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Welcome to the Download Center
The PerkinElmer Download Center is a self-service portal from where you can manage your account, members, downloaded software, access licenses, and order history. This guide provides an overview of the features and administrator instructions to assist you through your Download Center experience.

Accessing your software
In this section, we describe the process that is used to access your software.

Logging in
To access your downloads and view your orders, click the following URL:

https://perkinelmer.flexnetoperations.com/control/prkl/login

The Login window opens. Enter your Login ID and Password (your email address is your Login ID). Click Login.

If you forgot your password, click the Password Finder option, as shown in Figure 1.

Figure 1 Selecting Password Finder option
Product List
After logging in, you see the Product List page, which shows you the list of your products that are available to download via clickable links, as shown in Figure 2. After you select a particular product catalog, you can see any of its related products and versions to which you are entitled.

![Product List page](image)

Product Information page
The Product Information page lists all the software that is available for download. The most recent product release versions under your account are available by clicking the Latest Version tab and older releases are available by clicking the Prior Versions tab.

Note: If software expires (as in the case of trials and subscriptions), PerkinElmer removes the software from the Download Center and you no longer have access to that software.

To access the downloadable files, click the corresponding Product Description link, as shown in Figure 3.

![Selecting Latest Version option](image)
**Product Download page**

In the Product Download page, click the File Name link that you want to download, as shown in Figure 4.

![Figure 4 Selecting file to download](image)

Click + or – for Advanced download options, as shown in Figure 5. For more information about how to enable the Mass Download feature, see “Download Preferences” on page 17.

![Figure 5 Advanced download options](image)

In the Advanced Download Options window, other methods that are available to download your software are listed, as shown in Figure 6.

![Figure 6 Advanced Download Options window](image)
Activation Codes

If your product requires an Activation Code, click on order history tab on the left navigation pane (Figure 7) then click on the applicable order number and scroll down to the activation code on the right side (Figure 8). Note, this code will activate both WIN & MAC platforms.

Viewing order history

You can view your order history by clicking the Order History link in the left of the window. To drill into the line item detail of your order, click the Order Number hyperlink, as shown in Figure 9.
Downloading an order

From the main Order History page, you can choose to download an entire order by hovering over the button and clicking **Download**, as shown in Figure 10.

![Figure 10 Download option](image)

Order Line Detail

To view your order line detail, click the + or – to view the versions that are available to download, as shown in Figure 11.

![Figure 11 Order Line Detail window](image)
Product Search

In the Product Search window, you can search your available products and files. As shown in Figure 12, enter a phrase or word and click **Search**.

![Product Search window](image)

**Account and User Administration**

**Important:** Some functions that are described in this section are only available to the Account Administrator.

From the Administration section in the left navigation bar, you can manage your Download Center account, profile, password, and member permissions.

**Account Administrators**

The Account Administrators page is visible to all members and lists the name of each Administrator on their account, as shown in Figure 13.

![Account Administrators page](image)
Accounts Members page

**Important:** This feature is enabled for Account Administrators only.

In the Account Members page, you can add or delete members, entitle members to download software, or grant the member administrative rights. Select the options to the right of the members name to enable or disable privileges, as shown in Figure 14.

![Figure 14 Account Members page](image-url)
Adding a member

Click **Add New Member** and enter the required members’ information in the Add New Member page, which is shown in Figure 15. Ensure that all required fields (denoted by an *) are completed; then, click **Save** at the bottom of the page.

![Figure 15 Add New Member page](image-url)
This page allows you to designate which members can have Admin and Download Privileges. As shown in Figure 16, select the wanted options for the accounts and then, click Save button to entitle the new member.

![Figure 16 Managing Admin and Download privileges](image)

**Cancelling a member**

You can cancel a member by clicking X in the member’s row in the right-most column, as shown in Figure 17.

![Figure 17 Removing a member](image)
As shown in Figure 18, the Cancel Membership window opens in which you are prompted to provide information about why this member is being cancelled. After the information is entered, click **Submit**. (Click **Cancel** if you want to keep the member.)

![Cancel Membership window](image)

**Cancel Membership**

Cancel this member?

**Member**
Tara Test

To help us improve our services, please tell us why you are cancelling this membership.

Cancelling membership due to:

---

**Submit**  **Cancel**

![Figure 18 Cancel Membership window](image)

**Changing a password**

Your password can be changed at any time by using the Change Password window, as shown in Figure 19.

![Software & Services](image)

**Change Password**

For security reasons, you must enter your current password before you can set a new one. Your new password must be at least 8 and no more than 15 characters in length and must contain at least one letter or number (spaces are not allowed).

* Required

Change password for tara.foyle@perkinelmer.com

Enter Current Password

Enter New Password

Confirm New Password

---

**Change Password**

![Figure 19 Change Password window](image)
Email Preferences

In the Email Preferences window, you can select the type of system emails you want to receive, as shown in Figure 20.

![Figure 20 Email Preferences window](image)

Product Preferences feature

The Product Preferences feature allows you to opt-out of receiving specific product line email notifications and remove those notifications from your navigational view.

As shown in Figure 21, click the options in the Email and View columns on the right to customize your Download Center experience and notifications.

![Figure 21 Product Preferences options](image)
Download Preferences

Select the download preference that works best for you, as shown in Figure 22.

![Download Preferences options](image-url)
Your Profile Page

By using the Profile page, you can maintain your own user login information, as shown in Figure 23. After you enter your information, click Submit to save any changes.

Note: You must contact Support to change your email address.

Customer Support

Our customer support organization is dedicated to helping you with any problems you may be having downloading or using the software.

Contact PerkinElmer Informatics Support via any of the methods listed on our Contact Page: http://informatics.perkinelmer.com/Support/Contact/