



Replacing an expired licence - Instructions for users

Note: Licences are allocated on a site-by-site basis so in multi-site companies it is possible to leave a site (or sites) with an expired licence until it needs to be re-licensed in order to be able to create a new assessment.

Step 1 - Activate the new licence for your account on MMOG.np

- Log in to your existing account as C-Admin on www.mmogle.com

ODETTE AIAG

Log out (Great Gearboxes 3.9.0_2-00_CAdmin_1_350_2)

Home My company Partners Assessments Analytics Help View

Home

Welcome to your MMOG.np ecosystem

If you are a new user, please use the help menu and follow the tutorials to get an introduction to the application

User Info

User	Paul McCartney
Role	Company admin
Company	Great Gearboxes
Account	Great Gearboxes 3.9.0_2

Licence for the following sites has expired

- Great Gearboxes - Nantes
- Great Gearboxes - Brema
- GG - MMOG Receiving Office
- Great Gearboxes - Köln
- Great Gearboxes - Stuttgart

If you want to manage assessments for these sites, you must allocate a new site licence. If you don't have any site licences left to allocate, please order a new licence for the required number of sites at www.odette.org or contact mmog@odette.org

- Select 'Licence' in the 'My company', to see the licence that is expired

Home > Licences

Licence

Your installation ID

ce65c100-c7fa-4d3c-95b8-b7f902cb2657

Licence information

Expired Licences 5 sites

Valid Licences 0 site

Allocated to Site 0 site

Not yet allocated to Site 0 site

Activate licence

Applied licence activation keys

Licence Id	Activation key	Installed	User email	Sites	Version	Valid until
L01	907c20f778adc2db336398d6738ce0de	2025-10-02	pm@greatgearboxes.com	5	All	2025-10-01

- To register your new Licence Activation Key, click "Activate licence"



- Enter the Licence Activation Key included in the order confirmation email you have received from Odette and "Apply"

Home > Licences

Licence

Your installation ID

ce65c100-c7fa-4d3c-95b8-b7f902cb2657

Licence information

Expired Licences 5 sites

Valid Licences 0 site

Allocated to Site 0 site

Not yet allocated to Site 0 site

Activate licence

Applied licence activation keys

Licence Id	Activation key	Installed	User email	Sites	Version	Valid until
L01	907c20f778adc2db336398d6738ce0de	2025-10-02	pm@greatgearboxes.com	5	All	2025-10-01

Activate licence

Licence Activation Key 25d31784ece5d8a9c79f57079447ea4e

Apply



You have now successfully activated your new licence (for 5 sites in the example).

Home » Licences

Your new licence has been installed, please continue to set-up your account or update your site records

Licence

Your installation ID
ce65c100-c7fa-4d3c-95b8-b7f902cb2657

Licence information

Expired Licences	5 sites
Valid Licences	5 sites
Allocated to Site	0 site
Not yet allocated to Site	5 sites

Activate licence

Applied licence activation keys

Licence id	Activation key	Installed	User email	Sites	Version	Valid until	
L02	25f31764ece5d9a9c79f57079447ea4e	2025-10-02	pm@greatgearboxes.com	5	All	2028-10-02	✓
L01	907c20f778adc2db336398d6738cef0e	2025-10-02	pm@greatgearboxes.com	5	All	2025-10-01	✗

Step 2 –Allocate the licence to the appropriate site(s)

The company account includes 5 sites with expired licences. A new licence for 5 sites has been purchased and activated but has not yet been allocated to sites.

Home » Licences

Licence

Your installation ID
ce65c100-c7fa-4d3c-95b8-b7f902cb2657

Licence information

Expired Licences	5 sites
Valid Licences	5 sites
Allocated to Site	0 site
Not yet allocated to Site	5 sites

Activate licence

Applied licence activation keys

Licence id	Activation key	Installed	User email	Sites	Version	Valid until	
L02	25f31764ece5d9a9c79f57079447ea4e	2025-10-02	pm@greatgearboxes.com	5	All	2028-10-02	✓
L01	907c20f778adc2db336398d6738cef0e	2025-10-02	pm@greatgearboxes.com	5	All	2025-10-01	✗

The C-Admin must allocate the licence to each site individually.

- Go to “Sites” and select the site you wish to licence and click on “Edit”. You see that the previous licence has expired

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Log out (Great Gearboxes 3.9.0
GG_Cadmin_1_390)

Home My company Partners Assessments Analytics Help View

Home » Sites » Great Gearboxes - Breme

Edit site

Please review the problems below.

Uuid
GG4

Name
Great Gearboxes - Breme

Licence key
Licence key ID L01 expires on 01 October 2025
The license has expired or is not available.

Address

Line 1
Hohenzollerndamm 208



- Select the new licence in the “Licence key” drop down

Name: Great Gearboxes - Breme

Licence key: Licence key ID L01 expires on 01 October 2025
Licence key ID L02 expires on 02 October 2028

Address: Licence key ID L01 expires on 01 October 2025

Line 1: Hohenzollerndamm 208

- Repeat for each site you wish to upgrade

Note 1: Sites licenced are able to use all available Versions of catalogues.

Note 2: It is also possible to allocate the licence to a completely new site, if necessary.

At “site” level you can see for which sites you have allocated a new licence. The C-Admin has now licenced 5 sites.

Home » Sites

Sites

Name or address Search

Name	Address	Version	Valid until	Licence Id	On	
GG - MMOG Receiving Office (UUID: GG3)	Am Juliusturm 14, 13599, Berlin, DE	All	2028-10-02	L02	✓	
Great Gearboxes - Breme (UUID: GG4)	Hohenzollerndamm 208, 57809, Breme, DE	All	2028-10-02	L02	✓	
Great Gearboxes - Koln (UUID: GG2)	Uhlandstrasse 57, 30678, Koln, DE	All	2028-10-02	L02	✓	
Great Gearboxes - Nantes (UUID: GG5)	Rue d'anjou, 44000, Nantes, FR	All	2028-10-02	L02	✓	
Great Gearboxes - Stuttgart (UUID: GG1)	Scheringstrasse 2, 20715, Stuttgart, DE	All	2028-10-02	L02	✓	

Displaying all 5 entries

New site

At licence “level”, you get the consolidated view for all your licences

Home » Licences

Licence

Your installation ID
ce65c100-c7fa-4d3c-95b8-b7f902cb2657

Licence information

Expired Licences	5 sites
Valid Licences	5 sites
Allocated to Site	5 sites
Not yet allocated to Site	0 site

Activate licence

Applied licence activation keys

Licence Id	Activation key	Installed	User email	Sites	Version	Valid until	
L02	25f31764ece5d9e9c79f57079447ea4e	2025-10-02	pm@greatgearboxes.com	5	All	2028-10-02	✓
L01	907c20778adc2db336398d6738ce0e	2025-10-02	pm@greatgearboxes.com	5	All	2025-10-01	⊘

A new licence can be purchased and imported at a later stage when required to licence expired site or to create a new site.