

Provisioning ClaroRead Cloud

Claro Software, V3, 9 February 2015

You get ClaroRead Cloud services, like ClaroRead Cloud OCR and ClaroSpeak Web, through completing two steps. First, **provision your own administrator account**. Then decide how to **provision your users** (staff and/or students).

Step 1: Provision your own administrator account

You should have received a ClaroRead Cloud Licence Key for the apps and services you want to use. Contact sales@clarosoftware.com if you haven't.

1. Go to www.clarosoftware.com/login
2. Register for ClaroRead Cloud.
 - We recommend using your work email (corresponding to your institution domain name, e.g. admin@westhaven.eu for www.westhaven.edu)
3. Enter your ClaroRead Cloud Licence Key to unlock the services and apps for this licence key.

You can log in again any time to see usage information for your institution and staff, add more keys to unlock more services and apps, or administer services for your users.

Step 2: Provision your users

We want to make it as easy as possible for your users to access ClaroRead Cloud. You have two options.

1 Link from your own website's user system (Recommended)

If your users already log in to your website using a username/password, then you can simply link from your website to our ClaroRead Cloud services and apps. All you have to do is register the URL or URLs from which the users will be coming – that is, the page on which you'll put the links to ClaroRead Cloud. You do this by logging in to ClaroRead Cloud and selecting the **Manage Referrers** option. This will bring up a simple text entry form:

Manage Referrers

Enter the URL which should be allowed access and click Add. [What is this?](#)

You will then need to put a link to each of our services that you want to provide access to on your authorised page. These are:

ClaroRead Cloud OCR: www.claroreadocr.com

ClaroSpeak Web: www.clarospeakweb.com/live

ClaroSpeak Web Plus: www.clarospeakweb.com/live/plus

Allowed Referrers

Enter the URL or URLs from which your users will come and click Add. You will then see the referrer URL listed. For example, the University of Westhaven has a student e-learning system at www.westhaven.edu/students. The Westhaven administrator puts the links to the ClaroRead Cloud services on a page at www.westhaven.edu/students/apps.html, and registers www.westhaven.edu/students/ URL in Manage Referrers. Now students can log in to the Westhaven site and simply follow the links on the www.westhaven.edu/students/apps.html page to the ClaroRead Cloud apps and services: no additional log-ins are required. Here is what the University of Westhaven admin sees when she logs in to Manage Referrers:

Manage Referrers

Enter the URL which should be allowed access and click Add. [What is this?](#)

You will then need to put a link to each of our services that you want to provide access to on your authorised page. These are:

ClaroRead Cloud OCR: www.claroreadocr.com

ClaroSpeak Web: www.clarospeakweb.com/live

ClaroSpeak Web Plus: www.clarospeakweb.com/live/plus

Link added

Allowed Referrers	
westhaven.edu/students	<input type="button" value="Delete"/>

Link directly to the URLs provided in Manage Referrers. You almost certainly have ClaroSpeak Web Plus, so use that URL.

You can get more information about how the referrer URL is used by clicking “What is this?” in Manage Referrers.

2 Allowing sign-ups by web domain.

Users can always access ClaroRead Cloud via www.clarosoftware.com/login. If they register with an email with a domain matching your own email, then they can use the apps and services, including OCR, that you have purchased.

For example, the Westhaven University administrator registers with admin@westhaven.edu. Alice signs up with alice@westhaven.edu. She can now access the services and apps available to the Westhaven administrator, and the usage counts against the Westhaven account. The Westhaven administrator can log in and track Alice’s usage, and remove Alice from the list of users.

Administrators can also set up user accounts for users to save them having to register in person.