Preparation of your system and changes to the Autodesk Portal

*It is imperative that you consult your IT team prior to installing any software or attempting to amend any settings on your computer. Administrative rights are based on a profile created by your System Administrator; therefore, a plethora of variances are possible and these ‘rights’ may not necessarily allow you to install software properly.

1. Disable the UACs (set to ‘Never notify’)
2. Disable the anti-virus software
3. Disable pop-up blocker in the browser you are utilizing

(These settings may be re-enabled once the software is installed and operational.)

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Changes to the Autodesk Portal:

Autodesk has changed the account creation and verification process. All accounts that are attached to a valid school will no longer need to upload documents for verification. Revit can be used with Standalone machine licensing, Network licensing, or Named licensing. This document shows how to use Standalone machine licensing where each machine will use the same serial number on a set of machines. This is good use for smaller labs, or machines that will be taken outside of the school network.

Procedure

Creating and verifying your Autodesk account

1. Go to https://www.autodesk.com/education/edu-software/overview

2. Select Get Started if you have not created an account or Sign In if you already have an account.
3. As you select your account, select the appropriate role. Teachers will have access to Individual and Lab/Class installation types. IT Administrators will have access to Lab/Class Installations. Select Next.

4. Fill in your information, agree to the terms, and select Create Account.
5. You will need to verify your email address. Below is the screen you will get with an example of the screen after step 6, and the sample email for verification.

![Verification required](image)

6. Select Verify email from the email that you received.

![Verify your email](image)

If clicking Verify Email doesn't work, copy and paste this link into your browser:
https://accounts.autodesk.com:443/user/verifyemail/0bdf2e6ebd47e22d34a70e?cddd1cb2e173783a87
referrer=https%3A%2F%2Fwww.autodesk.com%2Fservices%2Fmain%2Fonboarding%2Fverify%2Fverifyemail%3Femail%3D
response.resp%3F_charset%3Dutf-8&productname=
7. Check the box and select Done.

8. Go back to https://www.autodesk.com/education/edu-software/overview and Sign In at the top of the page.

9. Before you can get access to the educational software, you will need to verify that you attend or work for a Qualified Education Institution through the SheerID verification system. You will be asked to fill out the form below.
10. If your school is listed as a Qualified Education Institution, you will not need to provide any other documentation. **You can proceed to Downloading and Installing Revit 2023 on page 8 of this document.**

11. In the Name of educational institution box, type in the name of your school slowly and see the name of your school appear in a drop-down menu below the text box. If your school is not listed, select School Not Listed from the drop-down below the text box.

12. On the next page, you will need to upload documentation that the account owner attends or works at the Qualified Education Institution (see FAQ) during that year. All teachers and IT staff installing Autodesk products will need to complete the verification

   a. The simplest way to get verified is to use the school letter method. Depending on your role, you can use the school IT, or teacher letter. Copy and paste onto school letterhead with your name, matching exactly your name on your Autodesk account.

   b. Other verification methods include a student ID that includes the school year, or a link to the faculty listing on the school website.

   c. Students that are not required to have an account for Fusion 360, but if they would like to install at home, they would need to use the student letter for verification.
Verification is manually processed and will take less than one business day. You will receive an email notification for approval or denial. If you have questions about being denied, email SheerID customer service at customerservice@sheerID.com.
Downloading and Installing Revit 2023


2. Select Class/lab as your installation type.

3. You will be prompted to select one of the following options. To install with Standalone Licensing, you will need to select Education Network Licenses. This will give you access to Standalone licensing in the subsequent steps. **NOTE:** If you choose the Education Single-User Subscriptions, you will not be able to change back to a different style of licensing.

Select how you'll get students started with Autodesk products

To get Autodesk products available through the Autodesk Education plan, you must choose an option below. This is a one-time decision and applies to all additional products that you request access to through your Autodesk Education account.

### Best option for educators

**Education Single-User Subscriptions**

Get 125 single-user subscriptions to any product in the Education plan.

- **Onboard your class** - Invite students and assign product access individually or give access to your entire class at once.
- **Speed** - Your class can start working with Autodesk products within minutes of receiving invitations.
- **Flexibility** - Students with a single-user subscription to a product can install the product on up to 3 different computers.
- ** Ease of use** - All students in your class will be able to bypass the confirmation of eligibility process and have the same, streamlined getting started experience.

### Education Network Licenses

Use a network license server to deploy licenses.

- **Access for your Institution or district** - Get licenses for up to 3,000 concurrent students per product.
- **Lab deployments** - Manage lab machines with serial number-based installations.

**Note:** Students who want to use certain products, such as Fusion 360 or InfraWorks, will need to have an Autodesk Account and individually confirm their eligibility for free educational access to Autodesk products.
4. Select Get license.

5. From the drop-down menus, select Multi-Seat Standalone License, 2023, and then using the down arrow, select Download.
6. Revit will begin downloading several files for installation. **Please wait for all files to download, or your installation will not work.** Once ALL of the files have downloaded, select any file to begin installation. If multiple files are not downloading, check your pop-up blocker to see if they are getting blocked.

<table>
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<tr>
<th>Name</th>
<th>Date Modified</th>
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<td>Application</td>
</tr>
</tbody>
</table>

7. As downloads begin, your screens will show your licensing information. Record the Product Key and Serial Number, as they will be needed post installation.

8. After selecting the installation file, the Self-Extract process will begin. Select OK.
9. Wait for the extracting process to run. This may take a few minutes.

10. Wait for the installation preparation.

11. You may need to restart if a restart is pending on your machine. Select Restart. If you are not prompted, move to step 11.
12. Accept the Agreement and Select Next.

![Legal agreement dialog box with 'I agree to the Terms of Use' checkbox selected and 'Next' button highlighted.]

13. Select Install.

![Install dialog box with 'C:\Program Files\Autodesk' and 'C:\ProgramData\Autodesk\RVT 2023' selected and 'Install' button highlighted.]

14. Wait for Revit to install.

15. Select Start.
STOP IF YOU ARE USING THIS COMPUTER AS A MASTER IMAGE. DO NOT FOLLOW THE NEXT STEPS OF ACTIVATING THE SOFTWARE. YOU WILL NEED TO ACTIVATE AFTER IMAGING.

If you are NOT using this machine as a Master Image, see the next steps.
Licensing Revit 2023

1. Select Enter Serial Number

2. After launching Revit, accept the terms by selecting I Agree.
3. Select Activate.

4. Enter your Serial Number and Product Key
5. Sign in to your Autodesk account.

6. Select the school account that you are using. If a school does not appear on the list add it using the Add New Account button. Otherwise, select the account and select Next.
7. Select Finish

8. Revit is now installed and licensed.