

CGS Labs Partner portal Help

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Getting started

Get your account

CGS Labs personnel create accounts for CGS Labs Partner portal. Please contact support@cgs-labs.com or info@cgs-labs.com. They will create a user account for you, and all the necessary information will be send to you with an email.

Your user roles will be defined based on communication with CGS Labs international sales manager.

Sign in

CGS Labs Partner portal is accessible on this address: <https://partners.cgs-labs.com/> Use your username and password to log in.

Partner login

User Name:

Password:

Once logged in, you will see available options/functionalities, which depend on your user roles.

The screenshot shows the CGS Labs Partner Portal interface. At the top, there is a blue header bar with the CGS Labs logo, the text "Partner Portal", and a user profile section on the right showing a user icon, the name "Matej Čelik", and a power icon for logout. Below the header, there is a "Home" button. The main content area starts with a welcome message "Welcome Čelik , Matej". Below this, it says "Please select an action". There are three main sections: "Orders", "Downloads", and "Administration". The "Orders" section includes links for "Place an order", "License instructions (new)", "Bulk maintenance renewals", "Activate your licence manually", "Activate your RLM licence manually", "License activations", and "Reports". The "Downloads" section includes "Download CGS Labs software", "Download marketing materials", and "Download sales materials". The "Administration" section includes "Manage companies".

My profile

User profile is accessible in the upper right corner, with a click on your name (next to logout icon).

This screenshot is identical to the previous one, showing the CGS Labs Partner Portal dashboard. The user profile section in the top right corner, displaying the name "Matej Čelik" next to a power icon, is highlighted with a red rectangular box to indicate where the user should click to access their profile.

User can see his/her details and change name and password. Confirm the updated fields with *Update* button.

My Profile

My info

First name:

Last name:

Email:

Company info

Name: CGS Labs d.o.o.

Street: Brnčičeva 13

City: 1000 Ljubljana

Country: Slovenia

If you need to change user name and email, please send an email to support@cgs-labs.com or info@cgs-labs.com.

Change your password

Under your profile, there is an option to change your password. First, enter your existing password, and then type new password twice. Please follow the password recommendations. Confirm the password change with *Update* button.

Change password

Old password:

New password:

Repeat new password:

Update

Forgot your password

If you lost your password, please use “Lost password” connection on the sing in webpage <https://partners.cgs-labs.com/>. Enter your user name and press *Submit* button.

Partner login

User Name:

Password:

Log In

[Lost password?](#)

Forgot Your Password?

Enter your User Name to receive your password.

User Name:

Submit

New password will be automatically created and sent to you in an email.

If you forgot your user name also, please contact support@cgs-labs.com or info@cgs-labs.com.

Sign out

You can sign out with a logout icon in the upper right corner.



Downloads

Under Download section, you can download different versions of CGS Labs SW portfolio, and marketing and sales material.

Downloads

Download CGS Labs software

Download marketing materials

Download sales materials

Download CGS Labs SW

When you want to download installation files of CGS Labs SW solutions, please select option Download CGS Labs software. From first drop down menu, please select SW application, which you would like to download/install.

*** Please note that from version 2020.x all CGS Labs SW solutions (Plateia, Ferrovia, Aquaterra, Electra, Autopath, Autosign) have a common installation file (CGS Labs Civil Solutions).**

Home > Downloads > Download CGS Labs software

Download CGS Labs software

Application: -- Select Application --

- Select Application --
- Autopath
- Autosign
- CGS Civil 3D Tools
- CGS Labs Civil Solutions**
- CGSplus (Aquaterra, Electra, Ferrovia, Plateia and Plateia Verkehrsplaner)
- License Manager
- NETservice

On the next step, please select the SW version you would like to download.

Home > Downloads > Download CGS Labs software

Download CGS Labs software

Application: CGS Labs Civil Solutions

Version: -- Select Application Version --

- Select Application Version --
- 2020.0
- 2020.1
- 2021.0**

Home > Downloads > Download CGS Labs software

Download CGS Labs software

Application: Autopath

Version: -- Select Application Version --

- Select Application Version --
- 2012
- 2013
- 2014
- 2015
- 2016
- 2017
- 2017.4
- 2017.5**

Third step is choosing the application language.

*** Please note that from version 2020.x all CGS Labs SW language versions are gathered under a common installation file (All languages).**

Home > Downloads > Download CGS Labs software

Download CGS Labs software

Application:	CGS Labs Civil Solutions
Version:	2021.0
Language:	-- Select Application Language -- -- Select Application Language -- All languages

Home > Downloads > Download CGS Labs software

Download CGS Labs software

Application:	Autopath
Version:	2017.5
Language:	-- Select Application Language -- -- Select Application Language -- Croatian Czech English German Hungarian Macedonian Polish Romanian Serbian Slovenian

After that, you receive a list of compatible CAD SW for chosen application, and an option to download authorized version (for testing only) and published version (for end users). Temporary link is available for authorized versions only.

***For end users, use release version only (published link)!**

Home > Downloads > Download CGS Labs software

Download CGS Labs software

Application:	CGS Labs Civil Solutions
Version:	2021.0
Language:	All languages
Download authorized link:	CGS Labs Civil Solutions 2021.0 All languages (build 265) Authorized for ACADBCADx64 (AutoCAD 64-bit and BricsCAD 64-bit)
Temporary link:	Generate temporary link for authorized version 1 day Generate
Download published link:	CGS Labs Civil Solutions 2021.0 All languages (build 265) Release for ACADBCADx64 (AutoCAD 64-bit and BricsCAD 64-bit)

Download CGS Labs software

Application:	Autopath
Version:	2017.5
Language:	English

This application is compatible with:

- AutoCAD, Civil 3D, Map 2013(x64)
- AutoCAD, Civil 3D, Map 2014(x64)
- AutoCAD, Civil 3D, Map 2015(x64)
- AutoCAD, Civil 3D, Map 2016(x64)
- AutoCAD, Civil 3D, Map 2017(x64)
- AutoCAD, Civil 3D, Map 2018(x64)
- AutoCAD, Civil 3D, Map 2019(x64)
- BRICSCAD v15(x64)
- BRICSCAD v16(x64)
- BRICSCAD v17(x64)
- BRICSCAD v18(x64)
- BRICSCAD v19(x64)

Download authorized link: [Autopath 2017.5 English \(build 5039\) Authorized for ACADBCADx64 \(AutoCAD 64-bit and BricsCAD 64-bit\)](#)

Temporary link: Generate temporary link for authorized version

Download published link: [Autopath 2017.5 English \(build 5039\) **Release** for ACADBCADx64 \(AutoCAD 64-bit and BricsCAD 64-bit\)](#)

Download marketing material

Under Download marketing material section, you can access marketing material.

Under folder How to use CGS Labs Partner portal there are video instructions for creating orders and reports.

Each CGS Labs products has its own folder, where marketing material for this product is stored.

Under Installation manuals, you can find manuals for installation and activation of different version of CGS Labs SW.

Online training courses folder holds video material for training purposes. ****Please note that most updated video material is now available on CGS Labs webpage.***

Webinars folder holds some recent webinar material.

In What's new folder there is material with all the changes in latest CGS Labs SW versions. ****Please note that this document is available from CGS Labs SW ribbon also.***

Download marketing materials

Browse marketing materials

- marketing
 - 1_How to use CGS Labs Partner Portal
 - A_Aquaterra
 - A_Ferrovia
 - A_Plateia
 - BricsCAD
 - B_Autopath
 - B_Autosign
 - B_Electra
 - CGS Labs Corporate materials
 - CGS Software Compatibility Chart
 - Installation manuals**
 - License Manager
 - Online training courses
 - Plateia
 - Basic
 - Technical and Sales Training
 - Videos for social media marketing
 - Webinars
 - Whats new in CGS Labs software

Name	Size
Versions 2017.X	
CGSLabs_Civil_Solutions_2020_Installation_and_Licensing_Manual_DEU.pdf	3,37 MB
CGSLabs_Civil_Solutions_2020_Installation_and_Licensing_Manual_ENG.pdf	2,77 MB
CGSLabs_Civil_Solutions_2020_Installation_and_Licensing_Manual_SRB.pdf	1,74 MB
CGSLabs_Civil_Solutions_202X_Installation_and_Licensing_Manual_DEU.pdf	10,29 MB
CGSLabs_Civil_Solutions_202X_Installation_and_Licensing_Manual_ENG.pdf	9,92 MB
Kratka navodila za posodobitev CGS Labs programov na verzijo 2021.pdf	0,75 MB
Kurze Anweisungen zum Aktualisieren der CGS Labs-Software von Version 2020 auf 2021.pdf	0,68 MB
Short instructions for updating CGS Labs software to version 2021.pdf	0,74 MB
TRIAL - CGSLabs_Civil_Solutions_2020_Installation_and_Licensing_Manual_ENG.pdf	8,17 MB
TRIAL - CGSLabs_Civil_Solutions_202X_Installation_and_Licensing_Manual_ENG.pdf	8,83 MB
Uputstvo za ažuriranje CGS Labs programske opreme 2020 na verziju 2021.pdf	0,36 MB

Download sales material

Under Download sales material there is sales related material for CGS Labs solutions. ****Please note that sales material was not updated recently, please contact out international sales manager for further information.***

Download sales materials

Browse sales materials

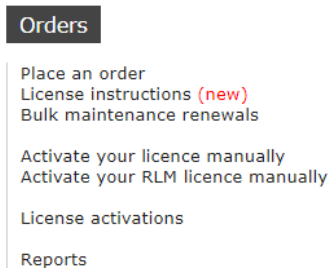
- sales
 - CGS Labs Financing**
 - CGS Labs Price Lists
 - CGS Labs Software Advantages
 - CGS Labs software packages

Name	Size
CGS Labs financing agreement - ENG final Partners 2020.doc	0,06 MB
CGS Labs financing description FIN 2020.pdf	0,63 MB

Orders

Orders are a basic functionality for ordering CGS Labs SW and creating licenses for them. Besides creating orders, there are other order related functionalities, like checking license activations and different order reports.

Orders are documents for CGS Labs and partners, not end users!



License instructions

Please read the license instructions, where all the details and rules about order (license) creation are defined. In this document, you will find answers, who can define different license types and when he can define them.

Document is also available on this link:

https://partners.cgs-labs.com/res/sales/Instructions_for_managing_CGS_Labs_SW_licenses.pdf

Place an order

Creating an order is a basic functionality for ordering CGS Labs SW and creating licenses for them.

1. step: Define the company and user

To start creating a new order, select option *Place an order* under *Order* section. In the first step, select the company, for which you are creating order, and a contact person in this company.

On the bottom, you can add your order number (from your ordering system).

Home > Orders > Place a new order

1 Select user 2 Define order items 3 Review 4 Finish

Items in current order: 0

Select user

Dealer: CGS Labs d.o.o.

Company: CGS Labs

User: Matej Čelik

Company details

Company: CGS Labs

Street: BRNČIČEVA ULICA 13

City:

Zip code: 1231

Country: Slovenia

Telephone: 5436

E-mail: matej.celik@gmail.com

Invoice Company VAT:

Order details (optional)

Your order number:

Next

If you don't know if the company you are creating order for is already on the list (so you don't define it twice), you can select the search tool and check, whether you need to create the company or not.

Select user

Dealer: CGS Labs d.o.o.

Company: select company

User: select user

Search company

Please enter a whole or a part of a company name you want to search.

CGS Labs Search

- CGS Labs
- CGS Labs d.o.o.

Close

If you need to add or edit the company (or contact), select the tools for editing or adding a new company (or contact). Procedure is same as described under Admin/Managing companies (Add/Edit company).

Select user

Dealer: CGS Labs d.o.o.

Company: select company

User: select user

2. step: Define order items, purpose, protection

First, define version for CGS Labs SW. If you are creating new license with no special client needs, define latest version (also predefined).

Second, select order type (New/Upgrade), which defines the type of order you would like to create.

Home > Orders > Place a new order

1 Select user 2 Define order items 3 Review 4 Finish Items in current order: 0

Select license details

Version:	2021.0	Purpose:	Commercial
New/Upgrade:	New license with maintenance	Protection type:	Software – Single license
Serial number:	New license New license with maintenance	Currency:	EUR [€]
No. of seats:	Upgrade Upgrade with maintenance Maintenance Add/remove modules/packages to existing license Subscription Subscription renewal Financing		

Modules and packages

Maintenance details:

Set license type and expiration date for

Order types

- New license: Create a new license with a new serial number, without maintenance.
- New license with maintenance: Create a new license with a new serial number, with maintenance.
- Upgrade: Upgrade existing license (existing serial number) to a new version, without maintenance
- Upgrade with maintenance: Upgrade existing license (existing serial number) to a new version, with maintenance
- Maintenance: Add maintenance to existing license (existing serial number)
- Add/remove modules/packages to existing license
- Subscription: Create new subscription (new serial number)
- Subscription renewal: Renew existing subscription (existing serial number)
- Financing: create first order for financing of a new license (new serial number, with maintenance)

Serial number drop down menu is available only, when we make orders, which use existing license (serial number).

Number of seats is number of activations, which has to be 1 for a single license (if user would purchase 2 single licenses on same serial number, then this number would be 2).

Next, define order purpose.

Home > Orders > Place a new order

1 Select user 2 Define order items 3 Review 4 Finish Items in current order: 0

Select license details

Version:	2021.0	Purpose:	Commercial
New/Upgrade:	New license with maintenance	Protection type:	
Serial number:	Select serial number	Currency:	
No. of seats:	1		

Commercial
Trial
Commercial
Educational
Developer
Not for Resale
Training
Home Use
Student

Order purposes

Please read license instructions, available under Orders section, to check which order types can be used in certain occasions.

- Trial: for potential user trial use
- Commercial: payable license, commercial use
- Educational: for universities and high schools (education or research purpose)
- Developer: for CGS Labs developers only

- Not for Resale: NFR, for CGS Labs and partners, agents; for testing, presentations, technical support
- Training: for classrooms where CGS Labs or partners is conducting user training.
- Home Use: Home use license for users, which are entitled to use home use license.
- Student: for students educational purposes

After that, select the license protection type.

Protection type

Home > Orders > Place a new order

1 Select user 2 Define order items 3 Review 4 Finish

Items in current order: 0

Select license details

Version:	2021.0	Purpose:	Commercial
New/Upgrade:	New license with maintenance	Protection type:	Software – Single license
Serial number:	Select serial number	Currency:	Software – Single license Hardlock – Single license Hardlock – Network license Software – Network license
No. of seats:	1		

- Software – Single license
- Hardlock – Single license (for maintaining old licenses only)
- Hardlock – Network license (for maintaining old licenses only)
- Software – Network license

Hardlocks (USB dongles) can be used for maintaining old licenses only. We don't provide new hardlock licenses (new USB dongles) anymore.

Now add a package (CGS Labs SW product) or more packages to this order. Select desired product, define whether license is *Perpetual* or *Time limited*, and click Add. You can add more products to this order.

Modules and packages

Maintenance details:

Start: 23.09.2020 End: 22.09.2021 Price: 0.0000

Set license type and expiration date for modules and packages:

Perpetual Apply to all

Add new packages:

AQUATERRA 1 Add

AQUATERRA
 Aquaterra Standard
 Aquaterra Ultimate
 Autopath & Autosign package
 Autopath LT
 Autopath PRO
 Autopath Ultimate
 Autosign PRO
 Autosign Ultimate
 ELECTRA
 FERROVIA
 Ferrovial Professional 3D
 Ferrovial Standard
 Ferrovial Ultimate 4D
 Okstra
 PLATEIA
 Plateia Professional 3D
 Plateia Standard
 Plateia Ultimate 4D
 PLATEIA Verkehrsplaner CGSLabs

Buying price

Terms of use


Comment

Click here to add a comment.

Previous Next

With editing the added product, you can add buying price and change license type (if needed). Please enter your buying price.

Modules and packages

Item	License type	Expiration	Buying price	Comment
Plateia Ultimate 4D	Perpetual		0,0000	

Maintenance details:

Start: 23.09.2020 End: 22.09.2021 Price: 0,0000

Set license type and expiration date for modules and packages:

Perpetual Apply to all

Add new packages:

Plateia Ultimate 4D 1 Add

☐ Add modules from packages separately

[+] Add new module:

Clear list

Comment

Click here to add a comment.

Buying price: 0,00


Terms of payment: 07.11.2020

Save and add another item

Previous Save and continue to review

To save the editing, press save icon.

Modules and packages


Item	License type	Expiration	Buying price	Comment
Plateia Ultimate 4D	Perpetual	7 days	1256,1200	

Maintenance details:

Start: 23.09.2020 End: 22.09.2021 Price: 0,0000

In the next step, the maintenance details have to be edited. Edit start and end date of maintenance, and enter the buying price for maintenance. Please enter your buying price.

Modules and packages


Item	License type	Expiration	Buying price	Comment
Plateia Ultimate 4D	Perpetual		1256,1200	

Maintenance details:

Start: 23.09.2020 End: 22.09.2021 Price: 0,0000

Price editing has to be saved with save icon.

Modules and packages

Item	License type	Expiration	Buying price	Comment
Plateia Ultimate 4D	Perpetual		1256,1200	

Maintenance details:

Start: 23.09.2020 End: 22.09.2021 Price: 159,7500

At the end of 2.step you can add a comment about this order. If you would like to create another license on same order, the you can create new order item with *Save and add another item* (check this

document section **Combine more orders**). If you would like to finish with this order, select **Save and continue to review**.

Comment
Click here to add a comment.

Buying price: 1415,87

Terms of payment: 07.11.2020

Save and add another item

Previous Save and continue to review

3.step: Review

Please review the order you created in previous step. If you need to edit it, you can click the edit icon on the upper right corner, or click *Previous* button at the bottom.

If you don't need to change the order, tick that you agree with order, and click *Generate license*.

Review

License #1

Version: 2021.0

Order type: New license with maintenance

License purpose: Commercial

Protection type: Software – Single license

No. of seats: 1

Buying price: 1415,87 €

Terms of payment: 07.11.2020

Subscription details

Subscription start: 23.09.2020

Subscription end: 22.09.2021

Subscription price: 159,7500

Item	License type	Expiration date	Buying price	Comment
Plateia Ultimate 4D	Perpetual		1256,1200	
Plateia Ultimate 4D				

Buying price (total): 1415,87 €

Terms and Conditions Agreement

☒ I agree with order.

Previous Generate licence

4.step: Finish

You can see the serial number for the license created, and packages included on this license. Click finish to *Finish* with this order.

Congratulations!

You have successfully finished your order!

- 1. Serial: 
Included packages:
 - 1x Plateia Ultimate 4D

You can activate your software online or by manually generating .pwd file.

Online activation (preferred)

Online activation is the most simple activation process. All you have to do is to enter your serial number(s) in CGS License Manager. The rest will be taken care by CGS License Manager itself.

[Show me how to do that](#)


Activation via .pwd file

You can activate your software via .pwd file. First, you have to generate .cod file via CGS License Manager and upload it pwd generator. After that the .pwd file(s) will be generated for you. After you download generated pwd(s), you must point CGS License Manager to that file(s).

[Finish and go to manual activation](#)

Finish

You have also received an order on your email address.

	CGS Labs d.o.o. Brnčičeva 13 1000 LJUBLJANA SLOVENIJA	Phone: +386 1 530 11 39 e-mail: info@cgs-labs.com
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Order no. 19821

Dear partner,

Here is a summary of your recent order (Order ID: 19821) on 23.09.2020 at 23:01.

Partner Matej Čelik CGS Labs d.o.o. Brnčičeva 13 1000 Ljubljana Slovenia	Customer Matej Čelik CGS Labs BRNČIČEVA ULICA 13 1231 Slovenia VAT NO.:
--	--

Order item confirmation no. 22576

Serial number	
Version	2021.0
Order type	New license with maintenance
Licence purpose	Commercial
Protection type	Software – Single license
No. of seats	1
Buying price	1415.87
Terms of payment	07.11.2020

Maintenance details	
Maintenance start:	23.09.2020
Maintenance end:	22.09.2021
Maintenance price:	159.75

Comment:

Ordered items

Item name	Licence type	Exp. date	Buying price	Comment
1. [P] Plateia Ultimate 4D	Perpetual	N/A	1256.12 EUR	
Plateia Ultimate 4D				

Buying price: 1415.87 EUR

Buying price (total): 1415.87 EUR

Combine more orders

If you would like to order 2 or more licenses on 1 order, you can combine order from more order items. Each order item defines 1 license (serial number).

Once you have finished defining first order item (license) on 2.step, select Save and add another item.

1 Select user

2 Define order items

3 Review

4 Finish

Items in current order: 0

Select license details

Version:2021.0

Purpose:Commercial

New/Upgrade:New license with maintenance

Protection type:Software – Single license

Serial number:Select serial number

Currency:EUR [€]

No. of seats:1

Modules and packages

Item	License type	Expiration	Buying price	Comment
Ferrovia Ultimate 4D	Time limited	1 year	2135,4400	

Maintenance details:

Start:23.09.2020End:22.09.2021Price:189.4400

Set license type and expiration date for modules and packages:

Perpetual

Apply to all

Add new packages:

AQUATERRA1

Add

☐ Add modules from packages separately

[+] Add new module:

Clear list

Comment

Click here to add a comment.

Buying price:

2324,88

Terms of payment:

07.11.2020

Save and add another item

Previous

Save and continue to review

When defining second order item (same steps as first one), you can see on the upper right corner, that you already have 1 order item saved.

1 Select user

2 Define order items

3 Review

4 Finish

Items in current order: 1

Once you finish second order item, you can *Save and continue to review*. Under step 3 you can review both order items/licenses, edit them if needed or proceed to finish.

Editing an order

Once order is finished, you can't edit it anymore. For editing please contact CGS Labs support at support@cgs-labs.com, who will make the order changes.

Different order creating scenarios – video recordings

Create subscription: <https://youtu.be/QFJTB0sQdfc>

Create trial license: <https://youtu.be/x25NzRTtgHY>

Change subscription to permanent: <https://youtu.be/sBAr19RuHT4>

Prolong subscription: <https://youtu.be/7j2slH4foDU>

Create HomeUse license: <https://youtu.be/Mjr8xtKidNQ>

Activating the right CGS Labs SW version

Please mind that with version 202x we changed our licensing system. So for orders (licenses) for versions 2017.x or older, which have active maintenance, you need to create an upgrade (with maintenance) order to latest version, so user will be able to activate latest CGS Labs SW version (202x).

Example: We have a 2017.5 license with maintenance. License is permanent. This is the last order for this license.

Serial number	[REDACTED]
Version	2017.5
Order type	New license with maintenance
Licence purpose	Development
Protection type	Software – Single license
No. of seats	1
Buying price	0.00
Terms of payment	09.12.2019

Maintenance details	
Maintenance start:	25.10.2019
Maintenance end:	24.10.2020
Maintenance price:	0.00

Comment:

Ordered items

Item name	Licence type	Exp. date	Buying price
1. [P] Plateia Ultimate 4D	Perpetual	N/A	0.00 EUR
Plateia Ultimate 4D			

Because maintenance is still valid, this license is entitled to upgrade to 202x version. Customer can install 202x version (please check CGS Labs 202x Installation&Licensing Manual). **Before they can activate the same serial number (from his license), you have to create new order for 202x version.**

Create new order for this customer, based on same serial number.

- Version: 2020.0
- New/Upgrade: **Upgrade with maintenance**
- Serial number: **the same serial number for this license**
- Comment: *write a comment to explain why customer is entitled to upgrade to 2020*

1 Select user
2 Define order items
3 Review
4 Finish

Items in current order: 0

Select license details

Version: 2020.0
Purpose: Development
New/Upgrade: Upgrade with maintenance
Protection type: Software – Single license
Serial number: [REDACTED]
Currency: EUR [€]
No. of seats: 1

Modules and packages

Item	License type	Expiration	Buying price	Comment
Plateia Ultimate 4D	Perpetual		0.0000	

Plateia Ultimate 4D

Maintenance details:
Start: 25.10.2019 End: 24.10.2020 Price: 0.0000

Comment: Entitled to upgrade to 2020 (maintenance)

Buying price: 0.00
Terms of payment: 24.11.2019

Save and add another item

You get an order for 2020 version and client can activate this serial number on 2020 SW version.

Serial number [REDACTED]
Version 2020.0
Order type Upgrade with maintenance
Licence purpose Development
Protection type Software – Single license
No. of seats 1
Buying price 0.00
Terms of payment 24.11.2019

Maintenance details
Maintenance start: 25.10.2019
Maintenance end: 24.10.2020
Maintenance price: 0.00

Comment:

Ordered items

Item name	Licence type	Exp. date	Buying price
1. [P] Plateia Ultimate 4D	Perpetual	N/A	0.00 EUR
Plateia Ultimate 4D			

Activate your license manually

This functionality is for users of version 2017.5 or older, which don't have an option to activate their license online. Here you can create pwd file (based on users cod file), which activates license on client computer.

Instructions are available on this site.

Activate your RLM license manually

This functionality is for users of version 2020.0 or newer, which don't have an option to activate their license online. This sub site is accessible without signing in, so user can activate his license himself (from another computer, which has internet access).

Instructions for manual activation are accessible in the licensing manual:

https://partners.cgs-labs.com/res/marketing/Installation%20manuals/CGSLabs_Civil_Solutions_202X_Installation_and_Licensing_Manual_ENG.pdf

License activations

Under license activations you can see licenses of your customers that were activated in the time period, which you define. You can also use filter tool to help you search if the list is larger.

Please mind that queries for longer time period can take a couple of minutes to execute.

Home > Orders > License activations

License activations

filter:

List of activations

Range:

Last Week

 from

14.09.2020

 to

21.09.2020

Date	Serial	Company	Computer Name	Windows Serial	Windows Version	CPU	HDD	Hlid	Hlid_cgs	HostId	Online
20.9.2020 21:15:01	8887-8887-8887-8887	CGS Engineering d.o.o.								F4D108B24D91	True
18.9.2020 22:01:20	8887-8887-8887-8887	AGS	8887-8887	00329-00000-00003-AA528	Microsoft Windows NT 6.2.9200.0	Intel(R) Core(TM) i7-5820K CPU @ 3.30GHz	76186000	0	0		True
18.9.2020 20:45:04	8887-8887-8887-8887	AGS	8887-8887	00329-00000-00003-AA584	Microsoft Windows NT 6.2.9200.0	Intel(R) Core(TM) i7-5820K CPU @ 3.30GHz	76186000	0	0		True
18.9.2020 13:05:34	8887-8887-8887-8887	CGS Engineering d.o.o.								D0BF9C575C1A	True
18.9.2020 9:51:18	8887-8887-8887-8887	C PROJECT HOME d.o.o. d.o.o.	CGS-8887	00330-80000-00000-AA457	Microsoft Windows NT 6.2.9200.0	BFEBFBFF000306C3	13824900	0	0		True
17.9.2020 15:47:09	8887-8887-8887-8887	CGS, Igor Rami s.p.	8887-8887	00371-OEM-8992671-00008	Microsoft Windows NT 6.1.7601 Service Pack 1	BFEBFBFF000306C3	24124000	0	0		True
17.9.2020 15:39:34	8887-8887-8887-8887	AGS d.o.o.	8887-8887	00331-20300-00000-AA145	Microsoft Windows NT 6.2.9200.0	BFEBFBFF000306A9	18647300	0	0		True
17.9.2020 11:53:42	8887-8887-8887-8887	MODER, PROSTRAČE, GRAFIČARSTVO I INŽINJERING D.O.O.	8887-8887	00330-80000-00000-AA288	Microsoft Windows NT 6.2.9200.0	BFEBFBFF000306E4	22082700	0	0		True
17.9.2020 10:31:20	8887-8887-8887-8887	CGS d.o.o.								F8846AC11DE5	True
16.9.2020 21:41:24	8887-8887-8887-8887	IF-GOS International Inc. Kuba Milan d.o.o.	IF-GOS	00330-51042-20252-AAOEM	Microsoft Windows NT 6.2.9200.0	BFEBFBFF000806EA	12477900	0	0		True
16.9.2020 14:03:47	8887-8887-8887-8887	CGS Engineering d.o.o.								4CEDFB681874	True

Reports

Reports tools helps you to gather requested information from existing orders.

Home > Orders > Reports

Orders

Place an order
License instructions (new)
Bulk maintenance renewals

Activate your licence manually
Activate your RLM licence manually

License activations

Reports

Licenses Reports

View placed orders

View list of orders, order confirmations and more

Maintenance expiration reports

Keep up with the maintenance expirations

Subscription expiration reports

Keep up with the subscription expirations

Licenses which are ready for upgrade

Keep up with the outdated licenses and valid licenses without subscription

View placed orders

Use this report query options (define company, user, range) to search for existing orders.

Placed orders

filter:

List of placed orders

Serial number:

Dealer:

Company:

User:

Range: from to

Only active orders: ☐ Show only orders which have at least one active license (package or module).

Date	Dealer	Company	Buy Price	Order ID	Partner order ID	User	Comment	Content
23.09.2020 23:01	CGS Labs d.o.o.	CGS Labs	1415.87 EUR	19821		MCelik		Plateia Ultimate 4D
11.09.2020 22:22	CGS Labs d.o.o.	CGS Labs	0.00 EUR	19718		MatejC		ELECTRA Aquaterra Ultimate Autopath PRO Autosign Ultimate
31.08.2020 14:10	CGS Labs d.o.o.	CGS Labs	0.00 EUR	19477		cunjaj		ELECTRA
26.08.2020 13:18	CGS Labs d.o.o.	CGS Labs	0.00 EUR	19420		cunjaj		Plateia Ultimate 4D
13.08.2020 13:18	CGS Labs d.o.o.	CGS Labs	2144.00 EUR	19286		MatejC		Plateia Ultimate 4D Aquaterra Ultimate Autopath PRO Autosign Ultimate

To open and check the order details click on the icon at the end of order/license row.

11.09.2020 22:22	CGS Labs d.o.o.	CGS Labs	0.00 EUR	19718		MatejC		ELECTRA Aquaterra Ultimate Autopath PRO Autosign Ultimate
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Maintenance expiration reports

This reporting tool helps you to gather your clients' maintenance expiration dates.

Maintenances expiration reports

List of maintenances sorted by expiration date ascending

Dealer:

Company:

Maintenances end date: from to

Start Date	End date	Serial Number / Content	Company	Partner order ID	Username
30.09.2019	31.01.2020	Plateia Ultimate 4D	CGS Labs		LeonL
19.03.2019	18.03.2020	ELECTRA	CGS Labs		MatejC
23.04.2019	22.04.2020	Aquaterra Ultimate	CGS Labs		gregorpi
11.07.2019	10.07.2020	Autopath PRO	CGS Labs		MatejC
05.09.2019	04.09.2020	Autosign Ultimate	CGS Labs		MatejC

You can export the list to html or xls file.

Maintenances expiration reports

List of maintenances sorted by expiration date ascending

Dealer:

Company:

Maintenances end date: from to

Subscription expiration reports

This reporting tool helps you to gather your clients' subscription expiration dates.

Subscriptions expiration reports

List of subscriptions sorted by start date ascending

Dealer:

Company:

Subscriptions end date: from to

Start Date	Serial Number / Content	Company	Partner order ID	Username
17.04.2020	Plateia Ultimate 4D (end date: 18.05.2020)	CGS Labs		MatejC
14.05.2020	CGS Civil 3D Tools (end date: 13.06.2020)	CGS Labs		MatejC
06.07.2020	Plateia Ultimate 4D (end date: 06.08.2020)	CGS Labs		MatejC

You can export the list to html or xls file.

Subscriptions expiration reports

List of subscriptions sorted by start date ascending

Dealer:

Company:

Subscriptions end date: from to

Licenses which are ready for upgrade

This reporting tool helps you to gather information, which licenses have outdated versions are without active maintenance.

Ready for upgrade reports

filter:

List of order items with outdated versions or without subscription.

Dealer:

Company:

Download report:

Date	Company	Country	Username	Order ID	Serial Number / Content	Order Type	Version	Subscription period
31.08.2020	CGS Labs	Slovenia	cunjaj	19477	ELECTRA (365 days)	New license	2021.0	-
26.08.2020	CGS Labs	Slovenia	cunjaj	19420	Plateia Ultimate 4D (1 days)	New license	2021.0	-
13.08.2020	CGS Labs	Slovenia	MatejC	19286	Autopath Ultimate (0 days)	Upgrade	2021.0	-
12.08.2020	CGS Labs	Slovenia	cunjaj	19271	Plateia Ultimate 4D (7 days)	New license	2017	-


You can export the list to html or xls file.

Ready for upgrade reports

List of order items with outdated versions or without subscription. —

Dealer:

Company:

Download report: 

Administration

Manage companies

If you have a role of orders editor, you have an option to manage your companies (companies, which are related to your company) and contacts.

Administration

Manage companies

By choosing Manage companies options you get a list of all companies, that are related to your company (your company is their owner company).

Home > Admin > Manage Companies

Manage Companies

filter:

[Add new company](#)

Name	City	Country	
ADAM Novo mesto d.o.o.	NOVO MESTO	Slovenia	  
ADA DOLŽENKOV d.o.o.	Ljubljana	Slovenia	  
Adel DOLŽENČIČ d.o.o.	Koper - Capodistria	Slovenia	  
ADOMEC vialna gradnja, varjenja stališja d.o.o.	Šoštanj	Slovenia	  
Agri d.o.o.	Ljubljana	Slovenia	  
ARPA d.o.o.	Ljubljana	Slovenia	  
Arhitekturna delavnica d.o.o.	Renče	Slovenia	  
Arhitekt Ptuž d.o.o.	Ptuž	Slovenia	  
ARTI d.o.o.	Odranci	Slovenia	  

Filter companies



















You can search/filter for companies, using the filter tool in the upper right corner. This tool will filter all companies, which name includes the written text.

Manage Companies

filter:

projekt

Add new company

Name	City	Country	
CGS PROJEKT BORIS LUDVIG D.O.O.	Ljubljana	Slovenia	  
CGS projektne projekcije d.o.o.	Bohinjska Bistrica	Slovenia	  
CGS projektne projekcije d.o.o.	NOVO MESTO	Slovenia	  
CGS projekt d.o.o.	ŽALEC	Slovenia	  
CGS projektne projekcije in inženiring d.o.o.	Novo mesto	Slovenia	  
CGS Projekt	Ljubljana	Slovenia	  
CGS projekt d.o.o. d.o.o. inženiring, projekcije d.o.o.	Krško	Slovenia	  
CGS projekt d.o.o.	Ljubljana	Slovenia	  
Ljubljana Projekt d.o.o.	Ljubljana	Slovenia	  

Add new company

If a company is not defined yet, you can add it to the list of your companies. *Select Add new company* command on the upper right corner.

filter:

Add new company

On this new subpage, please enter the information about the company you would like to add. Please enter as many information as possible, best all. All the fields marked with * are mandatory. Submit the creating with *Create Company* button.

Create/Edit Company

Company name*:	<input type="text" value="e.g. CGS Labs d.o.o."/>
Street*:	<input type="text"/>
Zip code*:	<input type="text"/>
City*:	<input type="text"/>
Country*:	<input type="text" value="Slovenia"/>
Telephone*:	<input type="text"/>
Fax:	<input type="text"/>
Email*:	<input type="text"/>
Email for notifying about License Expiration*:	<input type="text"/>
Invoice Company VAT:	<input type="text"/>
Primary contact:	You must first create employees for that company

* field is required

Create Company

Edit company details

To edit existing company details select the edit icon next to the company you would like to edit.

Name	City	Country	
CGS projekt d.o.o.	NOVO MESTO	Slovenia	  

This opens same interface as for creating new company, only with existing information about the company. All the fields marked with * are mandatory. Edit the desired fields and confirm the changes with *Update Company*.

Create/Edit Company





Company name*:	<input type="text" value="Geot, Skofja Loka, d.o.o."/>
Street*:	<input type="text" value="Papirnice 24"/>
Zip code*:	<input type="text" value="4220"/>
City*:	<input type="text" value="Skofja Loka"/>
Country*:	<input type="text" value="Slovenia"/>
Telephone*:	<input type="text" value="04200 1710"/>
Fax:	<input type="text"/>
Email*:	<input type="text" value="info@geot.si"/>
Email for notifying about License Expiration*:	<input type="text" value="info@geot.si"/>
Invoice Company VAT:	<input type="text"/>
Primary contact:	<input type="text" value="Stanislav Gence"/>

* field is required

Update Company

Manage employees

Add new contact

First name	Last name	Email	Description
David	Lernil	david.lernil@geot.si	 
Sergej	Čuček	sergej.cucuk@geot.si	 

Add new contact

Delete company

If you would like to delete the company, select the delete icon for the desired company. ****Please mind that company can't be deleted once it has customers defined (you have to delete customers first) or once it has at least one order created.***

Name	City	Country
Geot, Skofja Loka, d.o.o.	NOVO MESTO	Slovenia

Manage contacts

To manage customer information, select the customer icon for the desired company.







Name	City	Country
Geot, Skofja Loka, d.o.o.	NOVO MESTO	Slovenia

Add customer

If you would like to add new contact for this company, select *Add new contact*.

Manage  employees

Add new contact

First name	Last name	Email	Description
David	Levin	david.levin@acme.at	  
Sergej	Levin	sergej.levin@acme.at	  

Add new contact

Enter the information about the contact and click *Create Employee*. First name, last name, title and email are mandatory fields.

Create/Edit Employee

First name:

Last name:

Title:

Email:

Description:







Create Employee

Edit customer information

To edit existing contact details select the edit icon next to the contact you would like to edit.

Manage  employees

Add new contact

First name	Last name	Email	Description
David	Levin	david.levin@acme.at	  
Sergej	Levin	sergej.levin@acme.at	  

Add new contact

This opens same interface as for creating new contact, only with existing information about the contact. First name, last name, title and email are mandatory fields. Edit the desired fields and confirm the changes with *Update Employee*.

Create/Edit Employee

First name:

Last name:

Title:

Email:

Description:







Update Employee

Set customer as primary contact

If you would like one contact to be the primary contact for a company, (it is preselected when creating new order for this company), select the key icon next to this contact.

Manage  employees

Add new contact

First name	Last name	Email	Description
David	Levin	david.levin@apple.it	  
Sergej	Levin	sergej.levin@apple.it	  







Add new contact

Delete customer

If you would like to delete the contact, select the delete icon for the desired contact. ****Please mind that contact can't be deleted once it has at least one order created.***

Manage  employees

Add new contact

First name	Last name	Email	Description
David	Levin	david.levin@apple.it	  
Sergej	Levin	sergej.levin@apple.it	  

Add new contact