No	Narration	
1	Welcome to CICERO LawPack: an indispensable part of your organization.	
2	CICERO LawPack is a standard package for law firms and legal services but offers the flexibility needed to adapt to your specific needs and wishes.	
3	In this QUICK START Tutorial we discuss:	
4	- the STARTUP Settings: these are some things you should do at first use;	
	1. The following STARTUP Settings are necessary at first use:	
	1.1. First save your CICERO Weblink	
5	We recommend to use and configure Internet Explorer as the default program.	
6	You will receive a personalized link from CICERO consisting of: https://customername.cicerosoftware.com/	
7	Add this link to your Favorites or Homepage, and optionally create a **Shortcut** on your desktop.	
	1.2. Then, Activate the following SETTINGS in Internet Explorer	
8	To securely use your CICERO weblink on your computer, you must do the following: 1. Open your CICERO link: https://klantname.cicerosoftware.com/ 2. Click **Tools** ⌂ ☆ ⚙ > **Internet Options (Internet Options)** 3. On the **Security** tab> click **Trusted sites**> and click the button **Sites**. 4. You will see the address of your website, click **Add** and **Close**. 5. In the frame Security Level button you click the button **Custom Level**. 6. Scroll to ActiveX controls and plug-ins and indicate **Enable** for the first ActiveX option "**ActiveX controls not marked as safe initializing and executing in scripts**", click OK to save the changes for this site. . 7. On the **Privacy** tab> with **Pop-up Blocker** > click Settings > at address type (a part of) your customer name, and select your full website address from the proposed list > click **Add**, to place it in the list of Allowed Sites, and then click **Close**. 8. 8. Click **OK** to save the Settings and exit.	
9	Also on tablets, you can easily allow popups while using CICERO.	
	For **Edge** or **other browsers** it is not necessary to change activeX settings! However, Admin > Settings 'isEdgeOrOtherBrowser' must be set to 'true'.	
	1.3 You must also check the following **SETTINGS** in **Microsoft Word** (Office 2013/2016)	
10	To use Microsoft Word on your computer, do the following: 1. Open a blank document in Microsoft Word 2. Click the **File** tab > **Options** > **Trust Center**. 3. Click the button **Settings for Trust Center**. 4. Click **Macro Settings** and set the second option 'Disable All Macros, with notification'. 5. Click **Protected View** and check all options. 6. Click OK to save the Trust Center and OK again to exit the Options for Word.	
11	The other Settings of "your" CICERO are configured so that you can log in and start adding your relations and cases immediately.	
	Check out our other QUICK START tutorials.	