

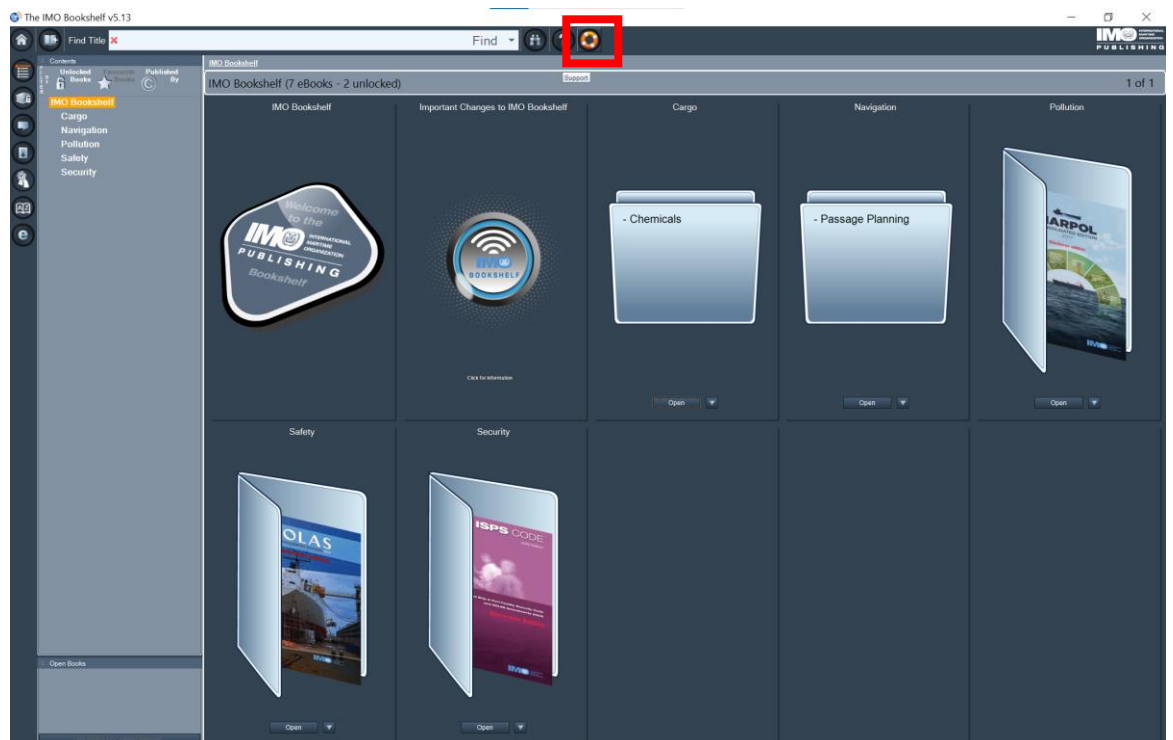


## HOW TO RUN THE UNINSTALLATION TOOL AFTER IMO BOOKSHELF MIGRATION

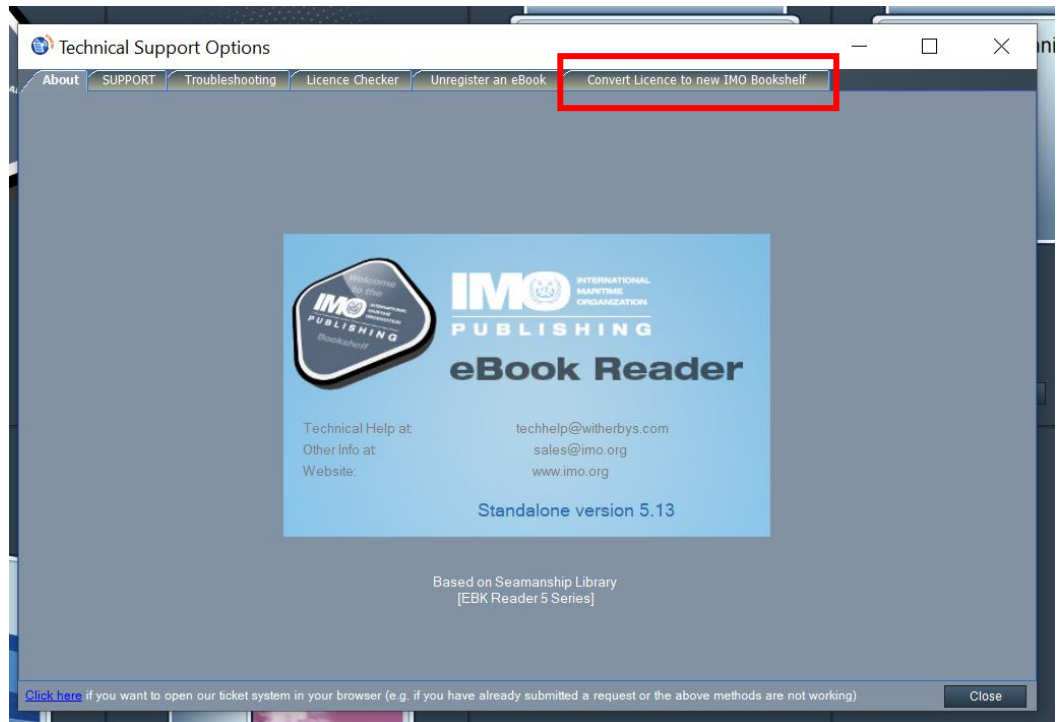
Once you have migrated all your e-books to the new web-based IMO Bookshelf software you will be required to run the **uninstallation tool** within the Windows-based IMO Bookshelf e-reader software.

**NOTE:** Please only continue with this process once you have Migrated all your licences; you have successfully logged into your web-based IMO Bookshelf account, and Witherby have contacted you and instructed you to uninstall the Windows-based IMO Bookshelf.

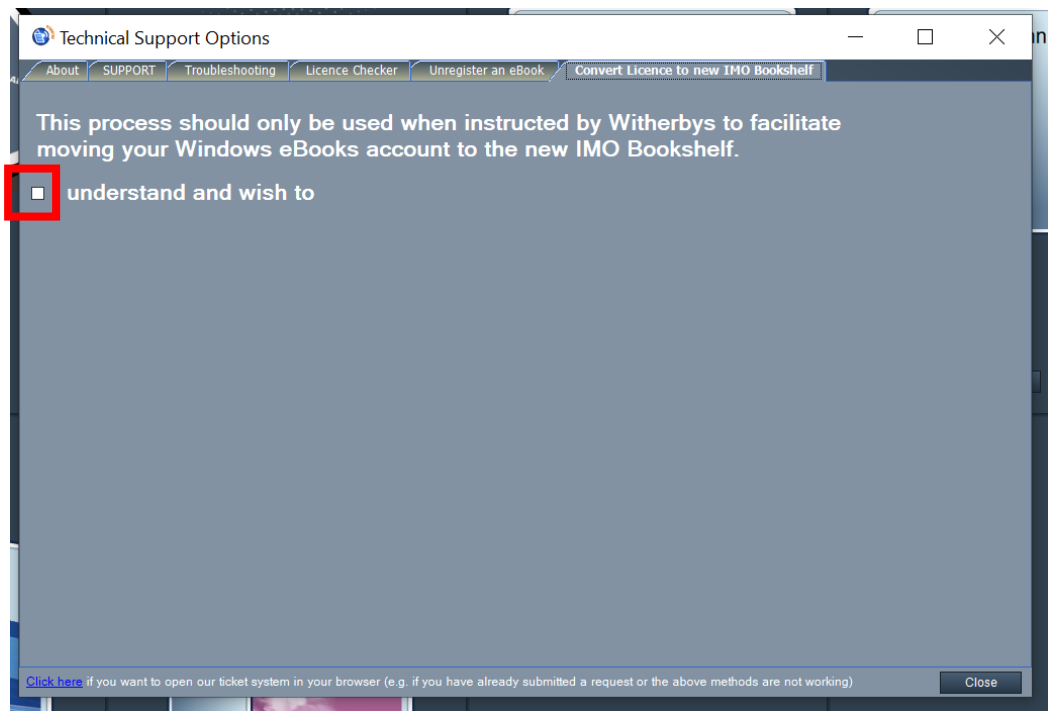
Open your application and click on the **support icon** which can be found to the right of the search bar.



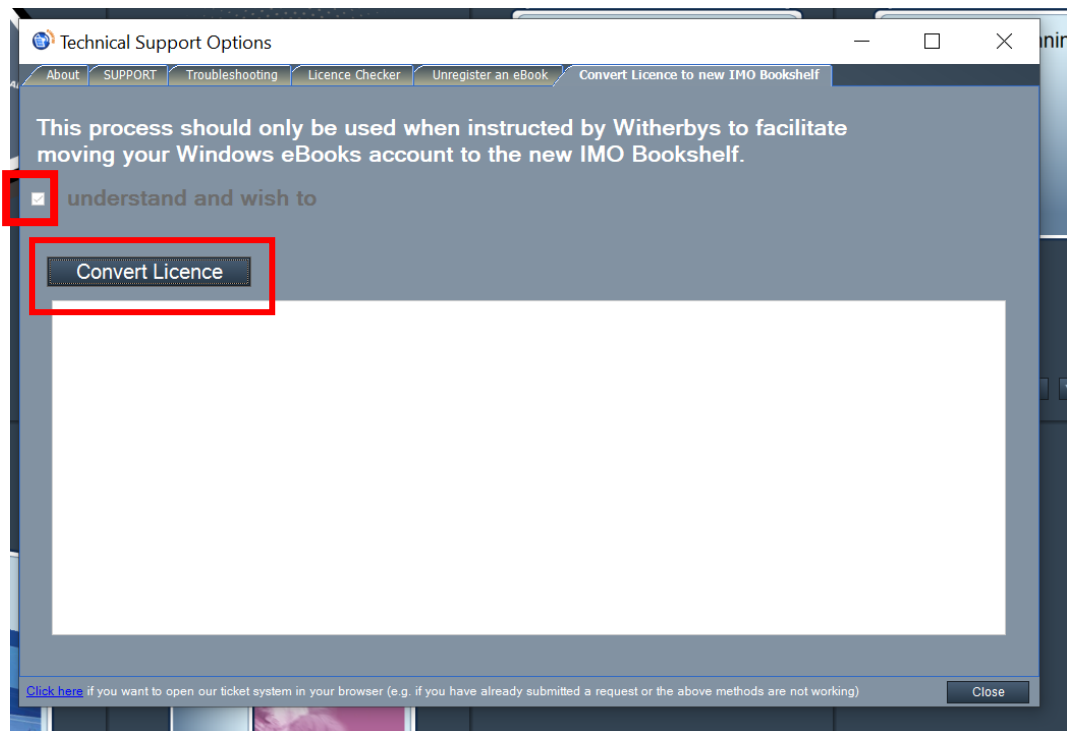
When the below pop up appears, click on the last tab "Convert Licence to new IMO Bookshelf".



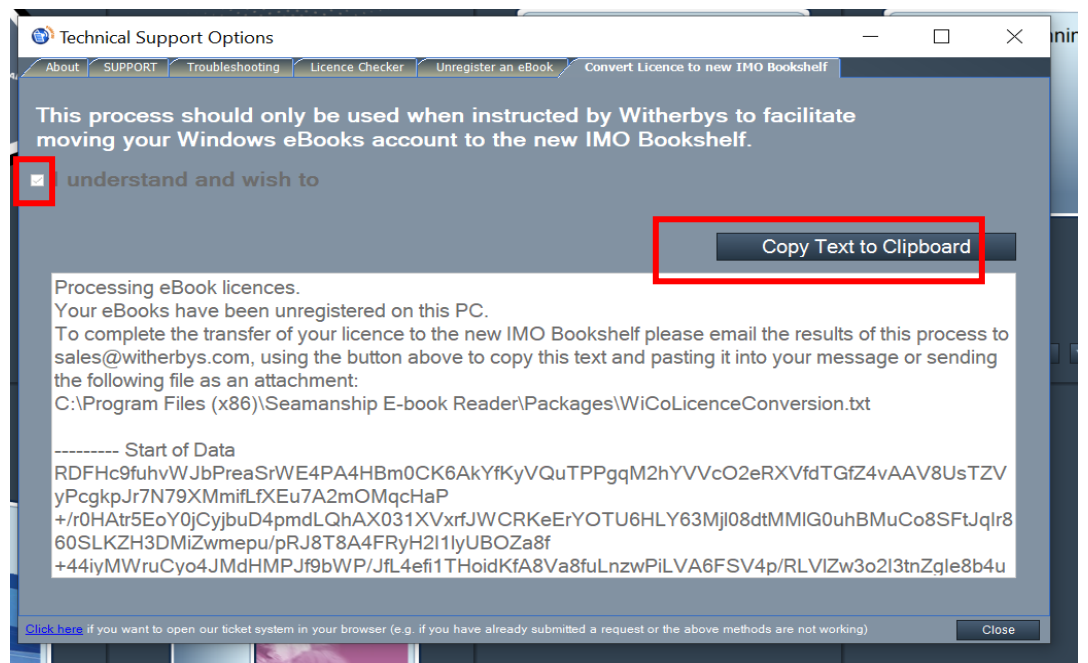
Tick the box that you understand and wish to complete this process.



Next, **tick the box** that you understand and then click "**Convert Licence**" to continue.



Tick the box that asks if you understand then Click on "**Copy Text to Clipboard**" and paste text into a new email message. Email the text to [sales@witherbys.com](mailto:sales@witherbys.com) to complete the process.



The process is now complete, and this Windows-based programme can be uninstalled and removed from your computer.

For any further assistance please contact us at [sales@imo.org](mailto:sales@imo.org).