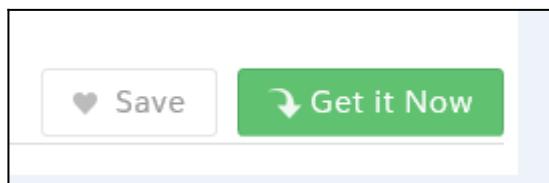


# e2a Installation Guide

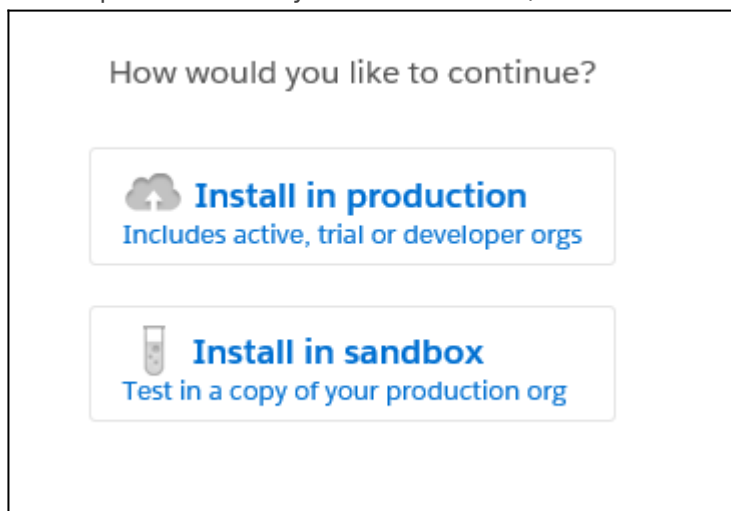
To install e2a, follow the steps below:

1. Visit App exchange. Log in to your account (If you are installing from link provided from Ortoo, please proceed to step 7). Click the link below for **Ortoo Email-to-Anything** on app exchange: <https://appexchange.salesforce.com/appxListingDetail?listingId=a0N30000003HuI9EAK>

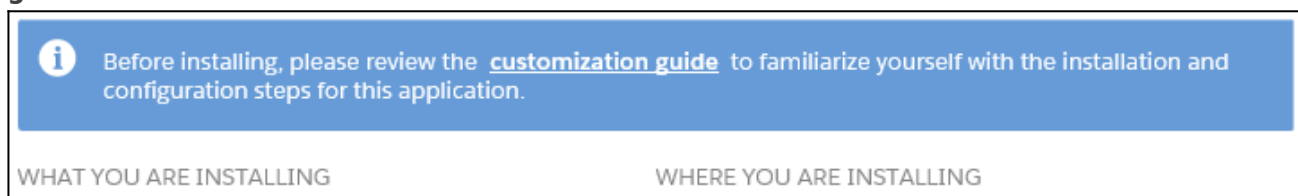
2. Click on the **Get it Now** button



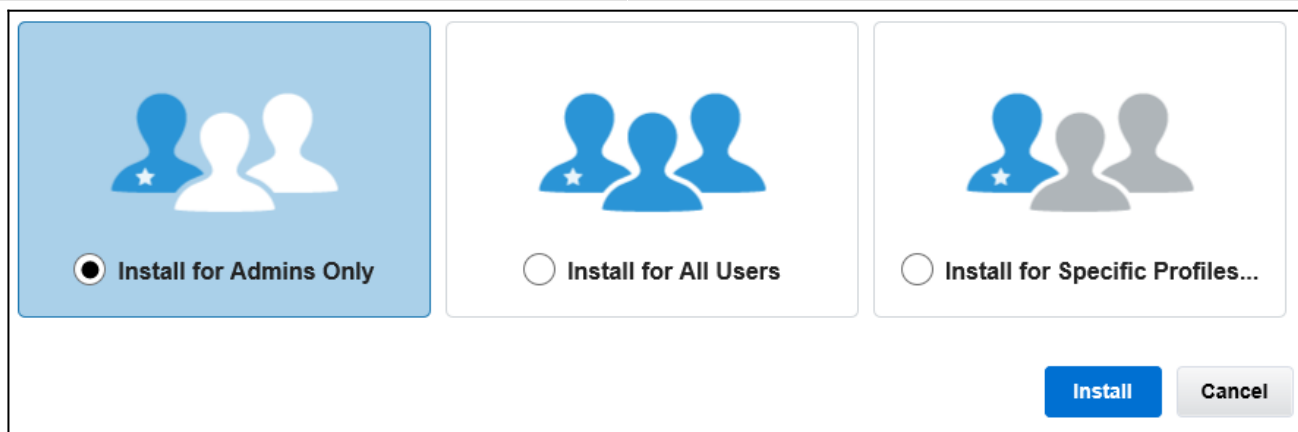
3. Select one option, where you want to install the e2a app. Either **Production** or **Sandbox** (For more details please contact your administrator). See screenshot below:



4. Read the terms and conditions, if you are agree, select the checkbox. Click on **Confirm and Install** button. You can also download the customization guide by clicking on **customization guide** link



5. Salesforce wants you to log in again to ensure your identity. Type your User name and Password to log in
6. Select **Install for Admins Only** ([recommended](#) - to prevent unwanted access to the Users and Profiles), then use the [Permission Sets](#) to give access to the Users



The installation screen shows three radio button options for user selection:

- ☒ **Install for Admins Only**
- ☐ **Install for All Users**
- ☐ **Install for Specific Profiles...**

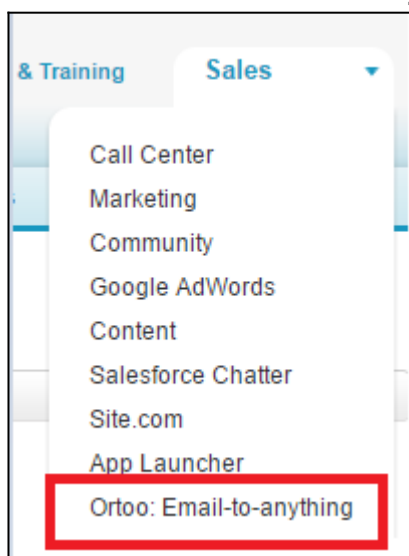
At the bottom right, there are two buttons: **Install** (in blue) and **Cancel** (in grey).


- Once you have installed the e2a successfully. You will receive the confirmation e-mail on your Salesforce registered e-mail address
- After that you will be redirected to the **Installed Packages** menu. Where you can see all the packages you have installed in your account. The installation is now complete

Installed Packages													
Action	Package Name	Publisher	Version Number	Namespace Prefix	Status	Allowed Licenses	Used Licenses	Expiration Date	Install Date	Limits	Apps	Tabs	Objects
<a href="#">Uninstall</a>   <a href="#">Manage Licenses</a>	 <b>Ortoo: Email-to-anything</b>	The Software Connection Ltd	2.8800	ortoo_e2a	Trial	50	1	09/03/2016	08/02/2016 08:55	<input type="checkbox"/>	1	7	30
Description Ortoo: Email-to-anything													

## Accessing e2a's tabs

Now that e2a is installed, you can view e2a's tabs by clicking on the dropdown on the top right corner of the page then click on '**Ortoo: Email-to-anything**'



After clicking on **Ortoo: Email-to-Anything**, you will be redirected to the **e2a Home** tab, and will see the other e2a tabs along the top of your browser page. You can also access the e2a tabs by pressing the Salesforce  icon.

If you require help with installation please contact us at [support@ortooapps.com](mailto:support@ortooapps.com)

**Once you are done with installation process, please look at the [e2a Quick Start](#) for details of how to configure e2a.**