RENEWING THE LICENSE

- 1. Quit all Adobe programs (Acrobat, Illustrator, etc.)
- 2. Proceed to the website <u>https://ucla.onthehub.com</u>.
- 3. In the upper-right corner, click "Sign In."

	Home	Help	English – USD	>
			Sign	In
UCLA				
Product Search			0	
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Great products are waiting for you!				
If you haven't already, sign in to see what products are available to you. If your web store supports registration i can register from the sign in page.	in addition to or inst	ead of sin	gle sign on, you	
If you're already signed in, and you believe there should be products offered here,	contact support.			
For more great software deals, visit the OnTheHub eStore.				
If you're looking for a specific product, you can try typing its name in our Product	ct Search bar.			

4. If the following familiar screen appears, sign in with your UCLA Logon username and password.

	UCLA
Sign In	with your UCLA Logon ID
Your UCLA Lo	gon ID 🗾
Your UCLA Lo	gon Password 🗾
SIGN IN	Forgot your UCLA Logon ID or Password? Need a UCLA Logon ID?
	or
Are you a member	of UCLA Health Sciences? Jr Mednet username and password

5. Page similar to the following should appear. Verify you're in the "Faculty/Staff" and "Institutional Software" sections as denoted by red circles then click "Adobe Creative Cloud Subscription."



6. The available Adobe Creative Cloud offerings will be displayed. Locate the "Adobe Creative Cloud - Fac/Staff (120 days)" listing then click the corresponding "Add to Cart" button.



7. Click the "Check Out" button and follow additional prompts. License order will then automatically process.



8. Order confirmation notification will appear. The updated expiration date will appear. There is no need to redownload/re-install software so you may disregard the blue "Install" button.

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Product Search				Q
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	Details (Order Number: 100740159436)			
Adobe Creat	tive Cloud			
	Adobe Creative Cloud EDU - Fac/Staff (120 days) - Subscription Your subscription is now active.			
	When prompted to sign in by Adobe, use this email address: ryamauchi@ucla.edu			
	Your subscription is good until: 2023-09-19			

9. You may then re-open any Adobe program and utilize as usual.