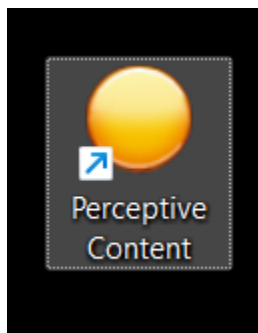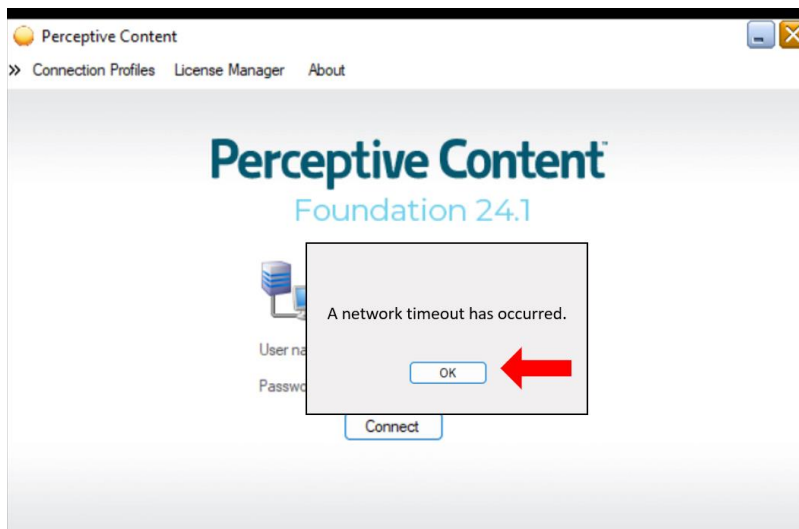# Perceptive Content Connection Profile Instructions

- If not in the office, **connect to the VPN**.

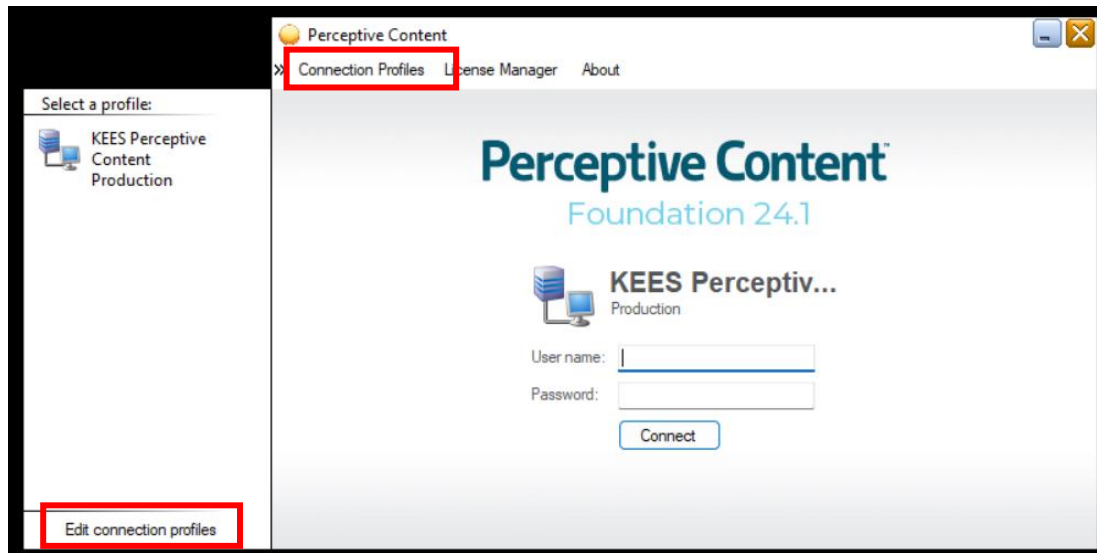- All steps for **Perceptive Content Connection Profile Instructions** must be followed in order:

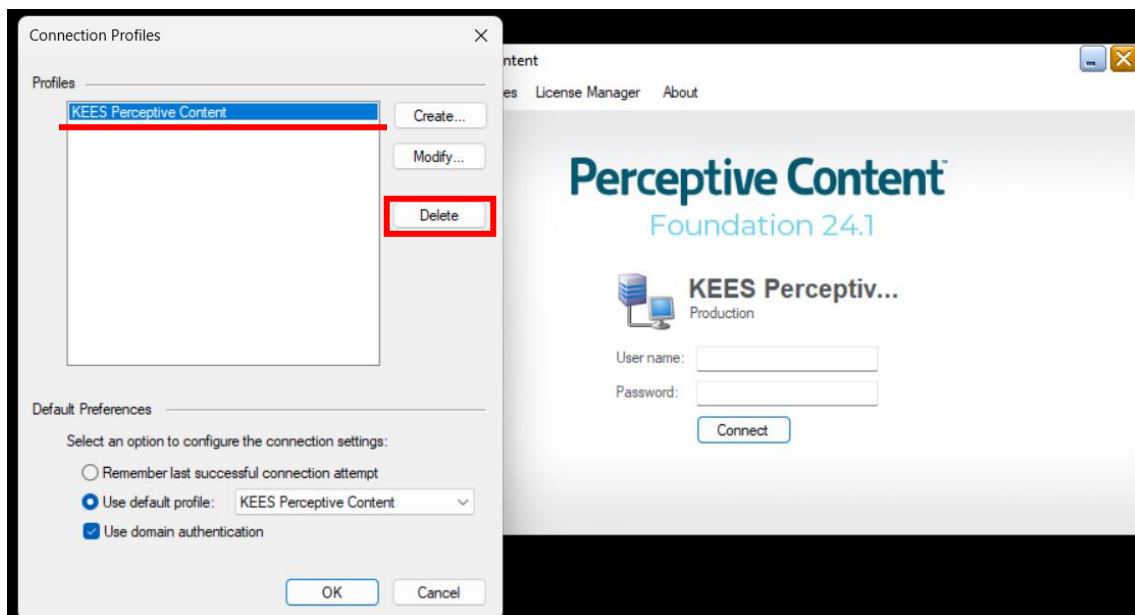1. Launch the Perceptive Content app.

2. If you receive an error message, select **OK**.
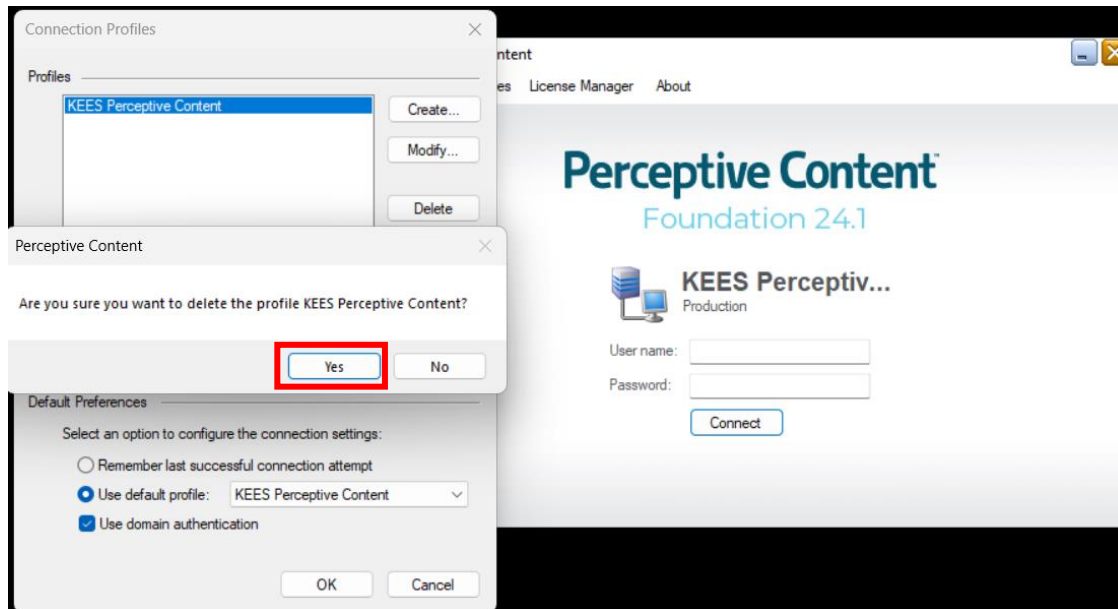
3. Choose **Connection Profiles** and **Edit connection profiles**.
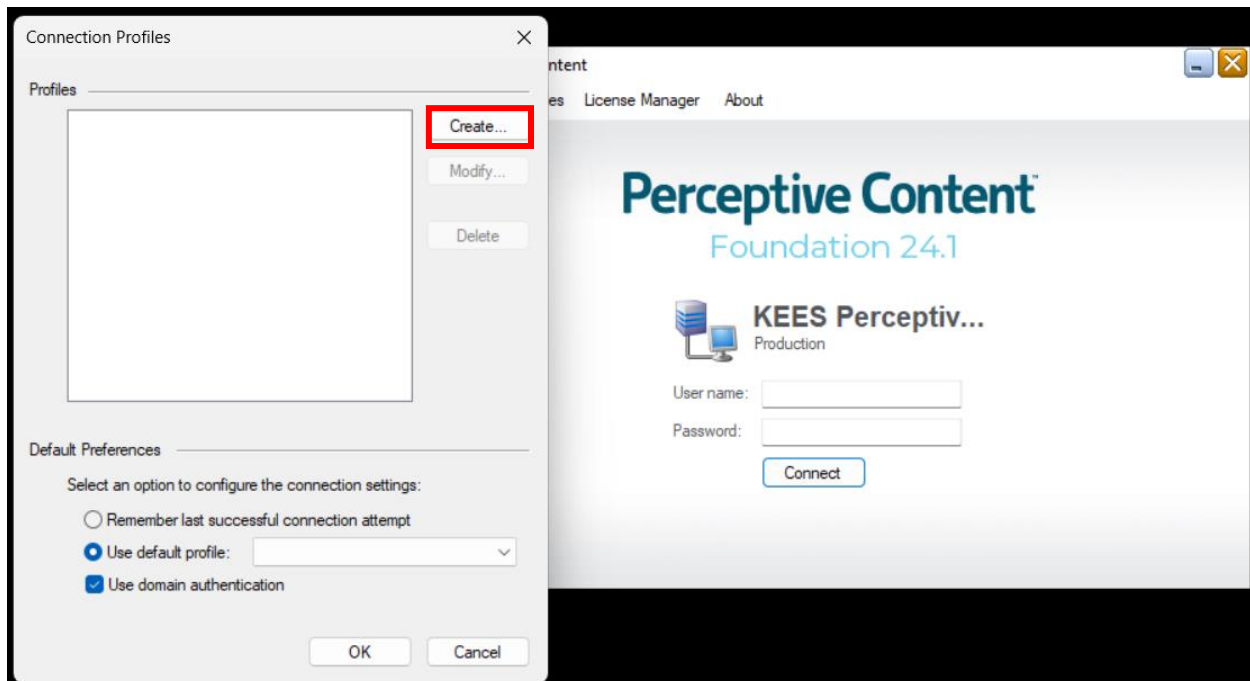

4. Make certain **KEES Production** is highlighted and choose **Delete**.

5.   Select **Yes** you are sure you want to delete.

6.   Choose **Create** to create a new connection profile.
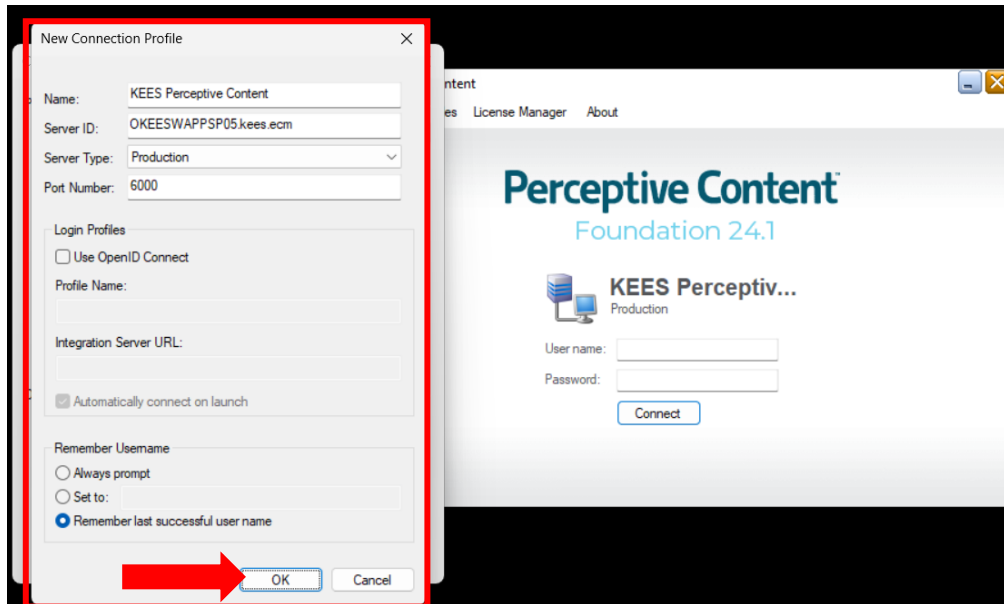
7.   Enter the text below in the fields:

Name: **KEES Perceptive Content**
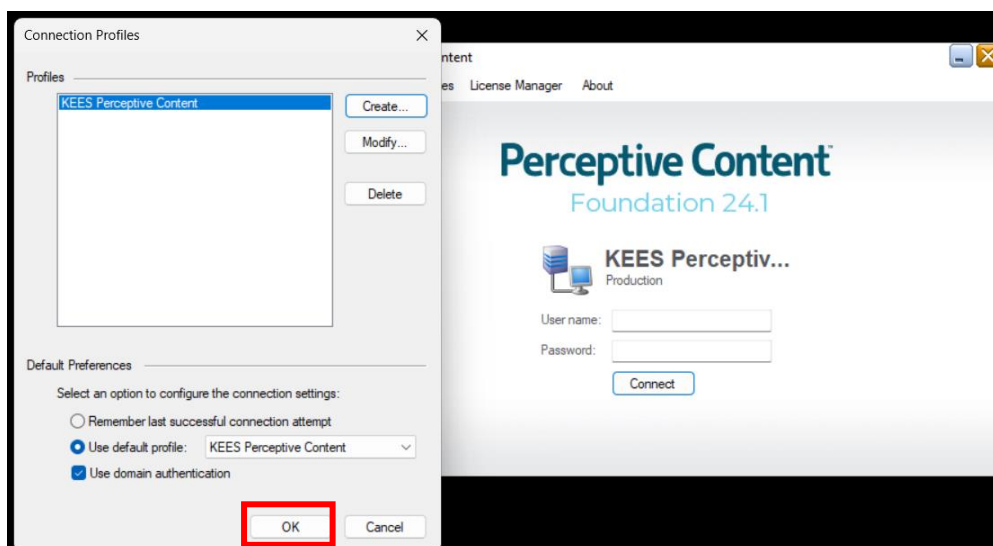Server ID: **OKEESWAPPSP05.kees.ecm**
Server Type: **Production**
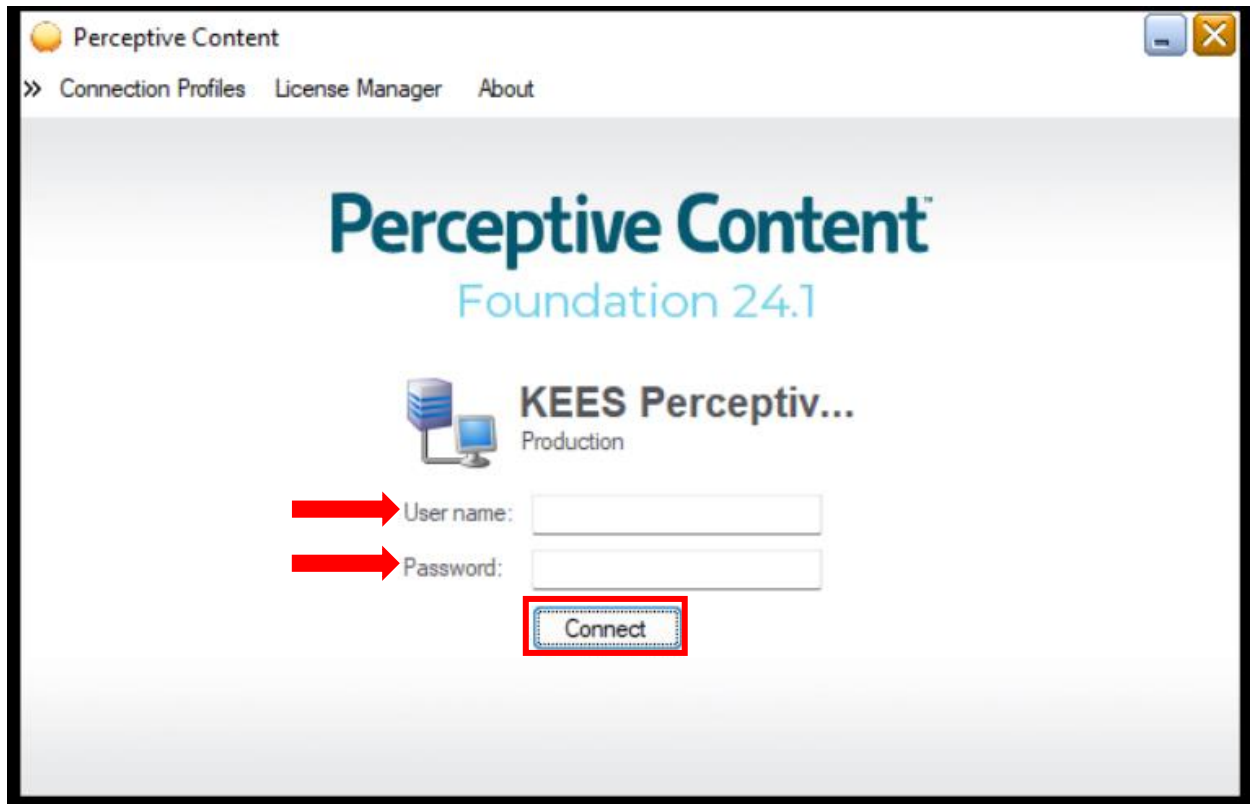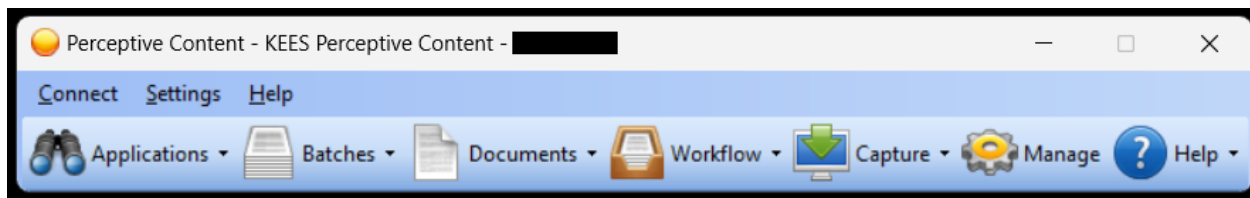Port Number: **6000**

And click **OK**.

8.   If you see the newly created Profile, *KEES Perceptive Content*, choose **OK**.

9.   Enter **User Name** and **Password** and choose **Connect**.

10.   You should now see your new **Perceptive Content** Toolbar.

> **NOTE:** If you are not able to successfully install using these instructions, please create an EBIT ticket using the email address EBITSM@ks.gov with the subject line: **Attention: KEES Image Now Issue**.