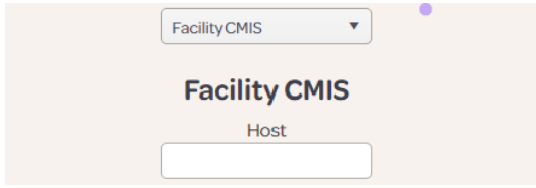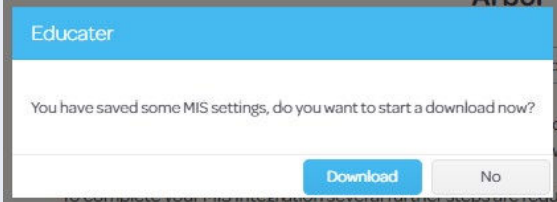# How to... Set up your Advanced CMIS Connection

NOTES: Educater has a connection to CMIS which is used to keep staff and pupil details up to date. Your network provider will need to open a port on your school's firewall from an external port to an internal port and allow: **svc.educater.co.uk** access to the server over https. ***To complete the Configuration Wizard, you will require Administrator or Full Access Role.***

1.	**Completing your details** Add your Facility CMIS School IP Address.	
2.	**Saving details** Click `Save and Continue` to continue or `Set Up Later`. You will have the option to download once you select Save and Continue.	
3.	**Completing your Installation** If you delay the download, you can come back to the Wizard and select Start Facility CMIS Download.	
4.	**Next Step** Once the download has been completed, return to the Configuration Wizard to complete the setup of your organisation.	
5.	**Support Available** If you require any support during the process, contact the Support Team via Live Chat, Telephone or Email – support@educater.co.uk.	

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