

Process to Update Anthology Payroll License

June 2025

Anthology Inc.

5201 Congress Avenue Boca Raton, FL 33487 Main: +1.561.923.2500

Support: +1.800.483.9106

http://www.anthology.com/

© 2025 Anthology Inc. All rights reserved.

ANTHOLOGY and the Anthology logo are exclusive trademarks of Anthology Inc. Microsoft and Microsoft Dynamics are trademarks of Microsoft Corporation. Other third-party trademarks or service marks are property of their respective owners. Information is subject to change.

CONFIDENTIALITY NOTICE:

The information contained in this document is confidential. It is the property of Anthology Inc. and shall not be used, dis-closed, or reproduced without the express written consent of Anthology Inc.

Revision History

Rev.	Date	Description
01	June 2025	Initial release of document.

Contents

Anthology Payroll License Upload	. 4
Instructions	. 4

Anthology Payroll License Upload

The following procedure outlines how to load an **Anthology Payroll licence** file into your system.

This task can be done by any Microsoft Dynamics 365 Finance & HCM user who has either the **Anthology Payroll Administrator** or **System Administrator** role.

Before applying this procedure in your production environment, ensure you first complete it in a test environment. If you have more than two environments, follow this procedure in each additional environment where **Anthology Payroll** is installed.

Instructions

Step 1: Click Modules > Anthology Payroll > Setup > Anthology Payroll license information

	Finance and Operations	
≡	58	Expand all Collapse all
厽	Home	> Common
☆	Favorites \checkmark	> Journals
0	Recent \checkmark	> Inquiries
4	Workspaces \checkmark	> Reports
8:	Modules ^	> Periodic
	Accounts payable	✓ Setup
	Accounts receivable	Anthology Payroll license information 🛛 🛧
L	Anthology payroll	Number sequence
	Asset leasing	Parameters
	Asset management	Status
	Audit workbench	Anthology Payroll integration with Azure Storage account
	Benefits management	> Tables
	Budgeting	> Wizards
	Cash and bank management	> System update utilities

III Finance and Operations			🔎 Search for a page 🛛 🖉 👂 😒
= .4	← 🚍 📾 Save 🕂 New 🖹 Delete Load Antholog	gy Payrolinggense file Options 🔎	○ 0 Ø
A Home	Load Anthology Pa	yrol license file	Standard view ~
🖈 Favorites 🗸 🗸	P Filter Load a license file p	rovided by Anthology Inc.	Anthology Payroll license information
③ Recent ~	Description Encrypted license key	Status Code :	
FI Workspaces	United States Payroll ***********	Ok US	
E Mortides			Lexen sour 700032cm.omrinosoft.com
Arrouth parable			Microsoft serial number Microsoft expiry date
Associate associately			81/15274-7955-4286-90be-c92
Accounts receivable			Anthology unial number Atthology approved Lecremed payral workers. Consumed payrall workers.
Anthology payron			
Asset reasing			
Asset management			
Audit workbench			
benetits management			
Budgeting			
Cash and bank management			
Common			
Consolidations			
Cost accounting			
Cost management			
Credit and collections			
Expense management			
Paculty management			
Fixed assets			
General ledger			
Human resources			
Inventory management			
Landed cost			
Leave and absence			
Master planning			

Step 2: click Load Anthology Payroll License File option.

Step 3: In the pane that appears on the right, click **Browse**. In the file selection dialog, locate and select your license file, then click **Open**. Once you are back in the **Load Anthology Payroll license** pane, click **OK** to proceed.

	Finance and Operat	tions	,○ Search for a page	¢b ?
=		茒	← 🚍 🗟 Save → New 🗊 Delete Load Anthology Pa	Load Anthology Payroll license file
ណ	Home		S	Parameters
☆	Favorites	~	P Filter	PROCESSING OPTIONS
٩	Recent	~	Description Encrypted license key Status ;	Select a file to upload.
	Workspaces	\sim	United States Payroll *********** Ok	
8	Modules	^		
	Accounts payable			
	Accounts receivable			
L	Anthology payroll			
	Asset leasing			OK Cancel
	Asset management			GR Carler

Step 4: Upon successful file upload, ensure the status in the left column displays **OK**, and that the updated expiry date is visible under **Anthology expiry date** in the right column.

EXAMPLE Finance and Operations	
≡ ³	← 🚍 🗟 Save + New 🖲 Delete Load Anthology Payroll license file Options 🔎 🚷 🖉 🔮 🖒 □
යි Home	Standard view V
🛧 Favorites 🗸 🗸	Anthology Payroll license information
🕓 Recent 🗸 🗸	Description Encrypted license key Status ;
🗊 Workspaces 🗸 🗸	United States Payroll Ok
🗄 Modules 🔨	700032cm.onmicrosoft.com
Accounts payable	Microsoft serial number Microsoft expiry date 81f1527d-7955-4286-9bbe-c92
Accounts receivable	Anthology serial number Anthology expiry date Licensed payroll workers Cons
Anthology payroll	8111527d-7955-4286-9bbe-c92 1/1/2154 2000
Asset leasing	
Asset management	

For any questions or assistance, please contact Anthology Support.