



Getting Started with Outloud: A Guide to Your Free Trial & Purchase

Welcome to Outloud! We're excited for you to experience how our solution can help you. We've made it easy to get started with a **risk-free, 7-day trial** right from the Salesforce AppExchange.

The best part? **You don't need to provide any payment information to install and start your trial.** This is ideal for teams that need to test a solution before beginning the formal purchasing process.

Here's how it works in three simple steps:

Step 1: Install Outloud from the AppExchange

First, you'll install the Outloud package directly into your Salesforce environment.

1. Go to the [Outloud AppExchange Listing](#).
2. Click the **Get It Now** button.
3. Follow the on-screen prompts to choose where you want to install the package.
4. Complete the installation steps.

That's it! The package is now being installed in your Salesforce org.

Step 2: Enjoy Your Full-Featured 7-Day Trial

The moment installation is complete, your **7-day free trial starts automatically**. There are no extra steps to activate it.

- **Full Access:** Explore all of Outloud's features and capabilities.
- **No Restrictions:** Experience the complete solution just as a paying customer would.
- **No Commitment:** Test everything thoroughly to ensure it's the right fit for your team.

Step 3: Purchase Your License

Once you're ready to buy, you can easily convert your trial into a full subscription without losing any of your configurations.

1. Log in to the **AppExchange**.
2. Click on your profile picture/avatar in the top-right corner and select **My Installs & Subscriptions**.
3. Find **Outloud** in your list of installed packages.
4. Click the **Buy Now** button next to the listing.
5. You will now be prompted to enter your payment details to complete the purchase.

What happens after you purchase? Once your payment is complete, your trial license is automatically converted to a paid license. There is no disruption in service, and all the work you've done during the trial period is saved.

Key Things to Know

- **Trial Period:** Your free trial lasts for **7 days** from the moment of installation.
- **Payment:** We collect payment information **only when you decide to buy**, not before.
- **Enterprise-Friendly:** This process allows your team to fully vet our solution before engaging in your company's formal procurement or purchase approval process.
- **Subscription Management:** You can manage your subscription at any time from the **My Installs & Subscriptions** page on AppExchange.

We're confident that you'll see the value of Outloud during your trial. Happy exploring!

The Outloud Team

