How to retrieve your one free Windows 10 license via onthehub

All Villanova students are eligible for one (1) free Windows 10 licence via a special arrangement with Microsoft.

How to retrieve your free licence key

- 1. Go to http://vnc.qld.onthehub.com
- 2. Click Sign In (top-right corner).
- 3. Click **Register**.
- 4. Select With an organization-issued email address (shown below).

How would you like to register?

(e) With an organization-issued email address (e.g. a ".edu" address)

- 5. Click **Continue.**
- 6. Enter your full College email address (e.g. 12345@vnc.qld.edu.au).
- 7. Click **Continue**.
- 8. Fill out Account Registration fields ensuring you select **Students** as your member group (ensures your software licenses are free).
- 9. Fill out **Profile** questions.
- 10. Verification email will be sent within a few minutes.
- 11. Click verification link in email.
- 12. Login with the onthehub password you created earlier.
- 13. Click Microsoft Windows 10.
- 14. Click Add to Cart.
- 15. Click Check Out.
- 16. Confirm your Username and Signature.
- 17. Click I Accept.
- 18. Click Proceed With Order.
- 19. Your Product Key/s will be shown as well as emailed to you.
- 20. Keep a copy of this information to license Windows when you collect your laptop (email it to another address, print it out this is your responsibility).



How to register your copy of Windows using your license

- 1. **Right-click on the Windows icon** in the bottom left corner
- 2. Click on **System**.
- 3. Click Change Product Key.

	System		- 0 ×	
	← → ← ↑ 🔜 > Contro	I Panel > System and Security > S	v Ö Search Control Panel	
	Control Panel Home	View basic information about your computer Windows edition Windows 10 Education © 2013 Microsoft Corporation. All rights reserved.		Windows 10
	😌 Device Manager			
	Remote settings			
	System protection			
		System		
		Processon	Intel(R) Xeon(R) CPU E5-2640 0 @ 2.50GHz 2.49 GHz	
		Installed memory (RAM): System type:	6.00 GB 64-bit Operation System v64-based processor	
		Pen and Touch:	Pen and Limited Touch Support with 10 Touch Points	
		Computer name domain and	workaroup settings	
		Computer name:		Change sett
		Full computer name:		
		Computer descriptions		
		Domain:		
		Windows activation		
		Windows is activated Rea	d the Microsoft Software License Terms	
Programs and Features		Product ID: 00328-10000-0	0001-AA216	S Change produc
Power Options				
Event Viewer	See also			
System	Security and Maintenance			
Device Manager				
Network Connections				
Disk Management				
Computer Management				
Command Prompt (Admin)				
Toole Management				
Control Panel				
File Explorer				
Search				
Run				
Shut down or sign out				
Desktop				

4. Enter the Product Key you received.

Enter a product key	
Your product key should be in an email from whoever sold or distributed Win the box the Windows USB came in.	idows to you, or on
The product key looks similar to this: PRODUCT KEY: XXXXX-XXXXX-XXXXX-XXXXXX-XXXXX	
Product key	
Dashes will be added automatically	
	Cancel