

INSTRUCTION SHEET
July 2012
Downloading and Installing Program Updates

To download and install an update to your system:

1. **SHUT DOWN and turn off all workstation computers before installing the update.**
2. Close all programs on your server
3. Connect to the internet using your default internet provider and navigator
4. Access our webpage for dealers at (www.tcsoft.com/update/update.htm)
5. Click on the Download Update
6. You will be prompted whether to Open or Save To Disk. Select **SAVE TO DISK**
7. Select the Desktop as the location to save this update and click save. If your internet browser uses the Downloads, select the Save As option at the bottom of your screen and then select the Desktop.
8. Once the download is complete, select Close and exit the Internet.
9. Double-click on the update icon on the desktop of your server and follow the prompts to install.
10. The default directory C:\WINBOAT will display. If you are installing the update to a dedicated server from a workstation, or if the WINBOAT directory is located under another folder or drive, you will need to change and select the mapped drive letter to the server (and/or winboat directory).
11. Follow the prompts and when the installation is complete click on the Finish button.
12. The data conversion function will automatically run after the update installs. Please do not do anything until the **Processing and Converting Files** window closes.