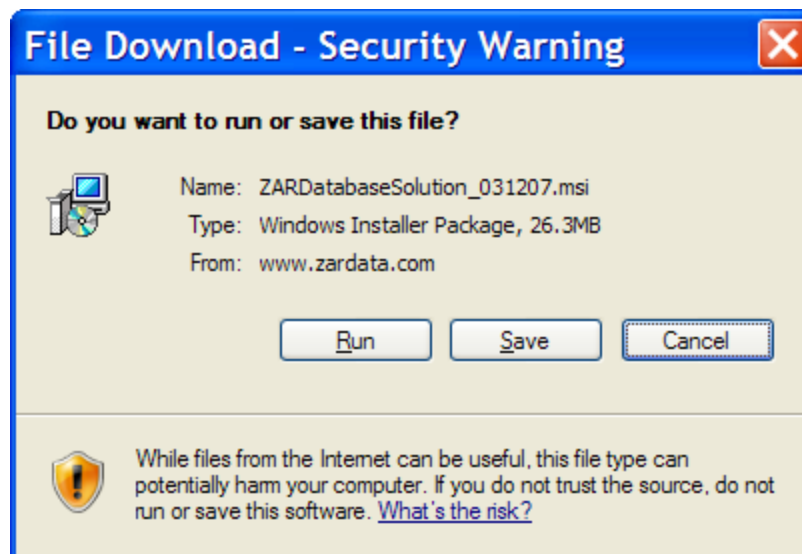
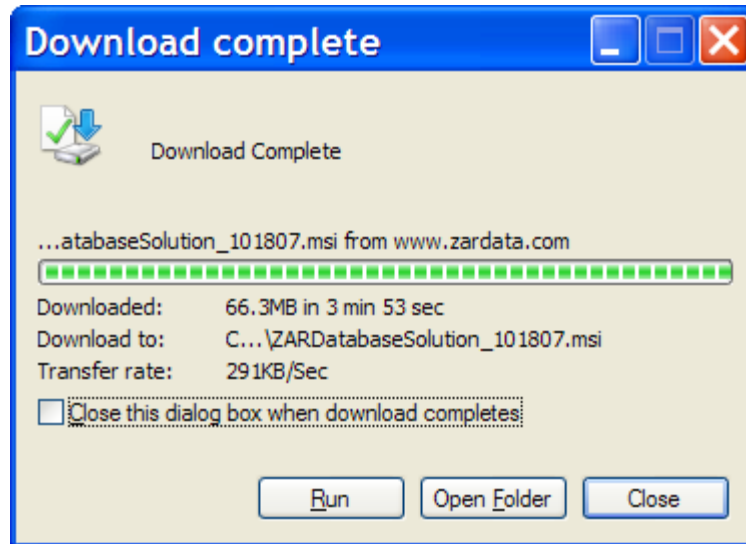


## Procedure for Performing a Software Update

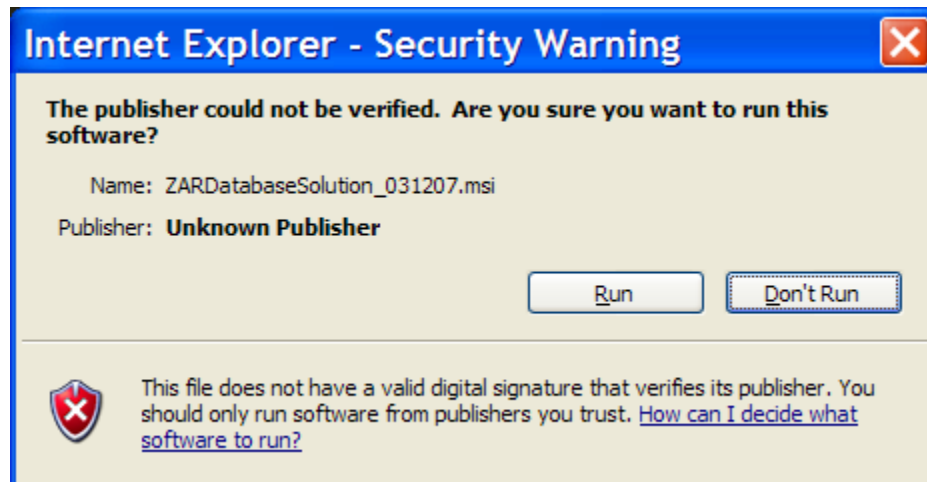
1. Perform this procedure on each workstation. Please note that updating your software will have no effect on the data you have already entered. Your data is safe in the database which is separate from the software.
2. Download the new version from [www.zardata.com/Updates/Updates.htm](http://www.zardata.com/Updates/Updates.htm)
3. When login prompt appears type in the username and the password (sent under separate cover)
4. Click on the update and the following box will appear:



5. Click on Save (save to a location you will remember, i.e. to your desktop) and allow the installer package to be downloaded (it will take a few minutes)
6. You will get this box when download is complete:



7. Click on Run and you will get this box:



8. Click on Run. Installer will start to run. Follow all prompts by clicking Next (The installer may take a while to start up and while it is installing the progress bar may refresh **several** times. This is normal, allow the process to complete).
9. Software update should successfully install. New ZAR Database icon should appear on desktop. You may continue using the updated software.