

Application Updates

To make it easy for you to obtain the latest versions of your application, we post them to our Internet site. Then, you can log on and bring the necessary software into your system when it's most convenient.

There are two steps to this procedure:

- First, copy or *download* the file from the Internet to your local machine or network.
- Then *install* it, first to your computer, then to each computer on your network.

Here's how:

Note: You may want to print this document for future reference. Just select **File>Print** or click the printer icon and print in the usual wa.

Downloading the update

1. Connect to the Internet.

If your office uses an 'always-on' T1, DSL/ADSL, Cable or other *broadband* connection, you should already be connected. If you use a dial-up connection, connect as usual.

2. Now, you will use your Internet browser (such as Firefox or Microsoft Internet Explorer) to point to the update file and open a 'Save To' dialog. There are several ways to do this:

- a. From within any of our applications, you can select **Help>Internet Support>Updates**.

– From a general-purpose application, you will be sent to the page that will compare your version of the application to our latest and tell you whether you need to update. If a later version is available, you will see a **Download** button. Click it, and you will see a 'Save To' dialog.

– If you are using a custom application, you will immediately see a 'Save To' dialog.

- b. Or, for updates to all our general-purpose applications (such as Receivables, Inventory, CheckWriter and so on), you can launch your browser and go to <http://www.minilogic.com/updates> and select the update from there. Just click the appropriate **Download** button, and your browser will display a 'Save To' dialog.

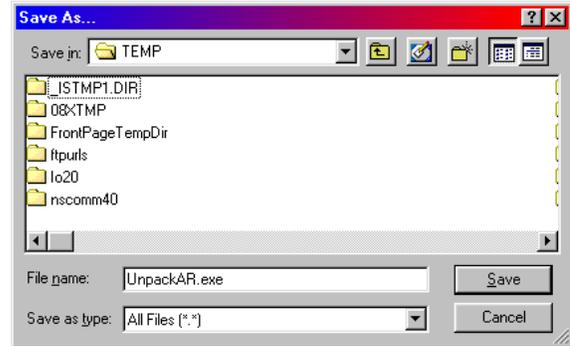
- c. Or, if we notified you of an application update in an email message, it probably included a link, such as <http://www.minilogic.com/updates/UnpackAR.exe>. Just click that link, within the message, and doing so will launch your Internet browser and display a 'Save To' dialog.

The 'Save To' dialog will look like one of these:

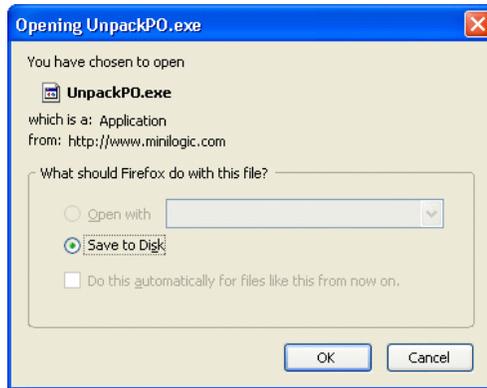
From Windows 98SE or 2000, you should see something like this:



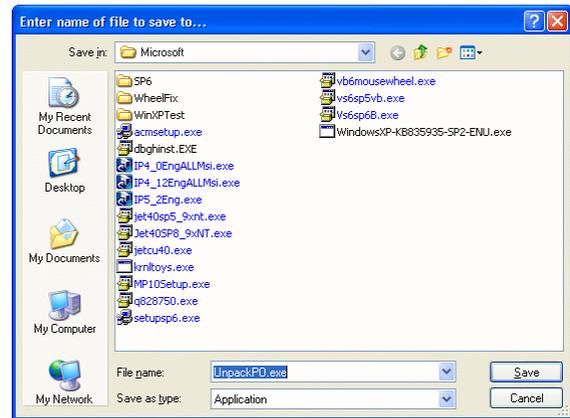
When you click **OK**, you should see a dialog like this:



From Windows XPPro, you should see a dialog like this:



And, when you click **OK**, you should see a dialog like this:



Or, there may be variations, but the procedures will be pretty much the same.

3. Select a local or networked drive and folder where you will save the update package.

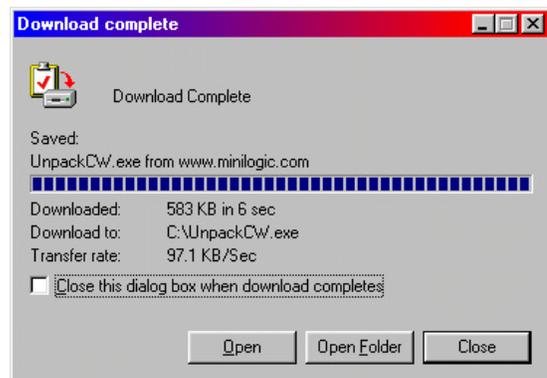
If yours is a 'stand-alone' system, **c:\Temp** is usually a good choice. On a network, **f:** or **f:\Temp** may be best (so you can easily install the update on all your stations after downloading only once).

Important note! It doesn't really matter where you save the update download. But, *it is very important that you write down or remember the name of the update file and where you saved it.* You'll need this when you install the new software (see #3 under '[Installing the update](#)' below).

4. Click **Save**.

This may take only a few seconds over a DSL line – or five or ten minutes or longer, depending on network congestion and the speed of your connection. Major updates including database changes can take even longer, sometimes 20 to 30 minutes and more.

When the download is complete, you will see a window like this:



5. Close your browser.

If you have a dialup Internet connection, disconnect from the Internet.

If you linked to the download directly from within an application (**2a** above), *close the application*. This is important. If you do not close the application, you will not be able to install the update.

Installing the update

6. Make sure *no* other applications are running on this machine. (Check the Windows taskbar at the bottom of the screen.) Close any that are.
7. If you have the 'Download Complete' window on your screen, click **Open** and skip to **Step 11** below. If you do not, continue with the next step.

8. From your desktop, select **Start>Run**.

The System will display a window much like this:



9. Make sure the drive, folder, and file shown next to 'Open:' are what you saved when you downloaded (see [#3](#) above).

Important note By far, the best way to be sure you are using the correct update file is to click **Browse** to point to it. If the drive, file name, and location are the same as the last time you updated your system, they will already be there – *but you must be certain*. If you performed this same update recently, you can click on the arrow at the right end of the field to see a list of recently run file names and select correct one.

10. Click **OK**.

The update package will open a window similar to this:

Note that the title of the window includes the name of the update file.



11. Verify the destination of the update below 'Unzip to folder:'. (See the screen shot.)

Even if you have several applications from us, they may -- or may not -- reside in the same location. And, the default destination (below 'Unzip to folder') may be the same for several application or not.

Please be certain the destination on your screen is correct for your system, such as 'c:\Program Files\xxx' where 'xxx' is the name of the application or a group of applications. If it isn't, just click **Browse** and point to the correct destination.

If you don't point to the correct location for your system, the update will not install correctly.

Note If you started the update procedure with **Help>Internet Support>Updates** (Step [2a](#) above), the web-site page that checks your version of the application will also describe where it is stored on your computer. If you don't know or aren't sure of the location of your application, please see '[Finding the application location](#)' below.

12. Click **UnZip**.

The update will install. If it prompts you to close when it's finished, do that.

Note If you have a network, you will need to perform this update *at every station* (unless we have given you specific instructions to not. That means repeating Steps 6 through 12 on each.

Sometimes the update will have two or more parts, the initial installation and additional processing steps that launch immediately after the initial installation. Usually, we will have advised you of this in an email or phone conversation or note on web site. If this happens, just follow the instructions on the screen or the ones we gave you.

13. Click **Close** to close the WinZip extractor.

In all cases, when the update is complete and you close WinZip, you will return to your Windows desktop.

Odds and Ends

'ReadMe' files

In some cases, the update will include a 'ReadMe file' that contains information or instructions related to the update. This will pop up automatically when you first launch the updated application.

Just read the text and print or delete the file when you're done. If you don't delete the ReadMe file, it will continue to appear every time you launch the application until you do.

Finding the application location

Again, you *must* know the location to which you're installing the application update. For software from us, the easiest way to determine that is select **File>Settings** and click the **Application** tab. The first line is titled 'App.Path', and *that's the location for that application*, the location to which you should unzip the update.

Note If you updated a general-purpose application by clicking **Help>Internet Support>Updates** (Step [2a](#) above), and your version of the application is not the latest, the web-site page will show you the location of the application on your machine.

Determining whether your version is current

You can determine whether your application version is the most current by comparing it's version and build numbers with that of the most recent software.

First, select **Help>About xxx...** from your application menu, where 'xxx' is the name of your application. In the upper-right of the About xxx window will be the version and build numbers. *Version* represents major modifications to the application, including database changes and additional features. *Build number* changes with each set of bug fixes and minor revisions.

If we sent you an email announcement of the update, it probably included references to the version or build numbers. If you learned of the update from our Internet site, it should have shown you these values. If you like, you can call us, and we can tell you the latest version and build numbers for an application.

Compare the values for the application in your system to the latest. If the *build* value of the update is greater than yours, the update is newer and you should install it. If the version number is greater, you should call us and review the differences. If your *version* number is sufficiently old, you may have to go through a more extensive upgrade than simply installing the update.

Note Again, with our general-purpose applications, when you click **Help>Internet Support>Updates** (Step [2a](#) above), the web-site page will compare your version to the latest one and advise you whether you need to update. It may also show you the location of the application on your machine.
