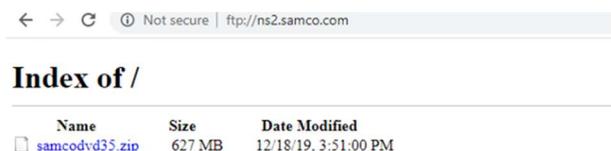# How to Install Update for Samco Window Users

-Back up your data so you have a copy prior to starting the process!
Install the software update from the DVD according to the step by step instructions

-Get the ftp password from Samco support, this *password is case sensitive and changes regularly.*
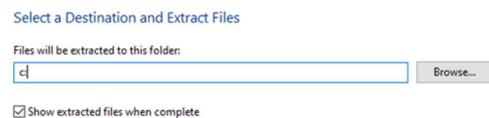
-With a web browser use the link ftp://ns2.samco.com to access the FTP server.

-Click or Double-click the samcodvd35.zip file to begin your download. Take note of the location where you're saving the image file. We recommend that you save this file on your desktop for easy access.

-Navigate to the folder where the file downloaded the samcodvd35.zip

-Right-click the samcovd35.zip file, then left-click on "Extract All", the program will prompt for the destination folder where to extract the files, it is recommend to extract it the local drive C: eg. C:\ (this creates a folder C:\samcodvd). Overwrite the existing samcodvd folder.

DO NOT extract the compressed file in long directory path names and directory names that contains special characters, including spaces.

-Navigate into the c:\samcodvd folder, look for the program named autorun (Windows Batch file). Your computer may prompt you for an Open file security warning. Safely ignore this warning and click the Run button to proceed.

-To update at the opening screen, click on <u>Update Existing</u>.

-Carefully read the License Agreement then press [F2] to accept it.

-Update the destination path, e.g. C:\SSI

-OK to proceed? Y

-Indicate that this is an update from a dvd image by accepting the default of 1.

      Source of new programs   1 (where 1=DVD image)

-Update the source path, e.g. C:\samcodvd\   (this is the path where the samcodvd35.zip file was extracted).

-OK to proceed? Y

-The files already installed on your system should be automatically detected. If they are not, indicate which modules should be upgraded / installed with Y. Press **[TAB]** when all desired packages have been selected.

- NOTE: Although you are not limited to installing only those packages already licensed, you should not run demo versions of the software in your live company. **Only run demo modules in a test company.**

-OK to proceed? Y

-When prompted 'Do you wish to update ALL your company data now', answer Y to update all of your company data.

Any questions you can contact Samco at: support@samco.com or call 604-597-4211