

PPG ACCESS Business Manager

Version 10.1 Installation Notes Upgrading from Earlier Versions

Dear Customer,

Enclosed is a CD containing Business Manager Version 10.1

Please see the procedure below for details. The installation software will recognise the version currently running on your machine and proceed accordingly.

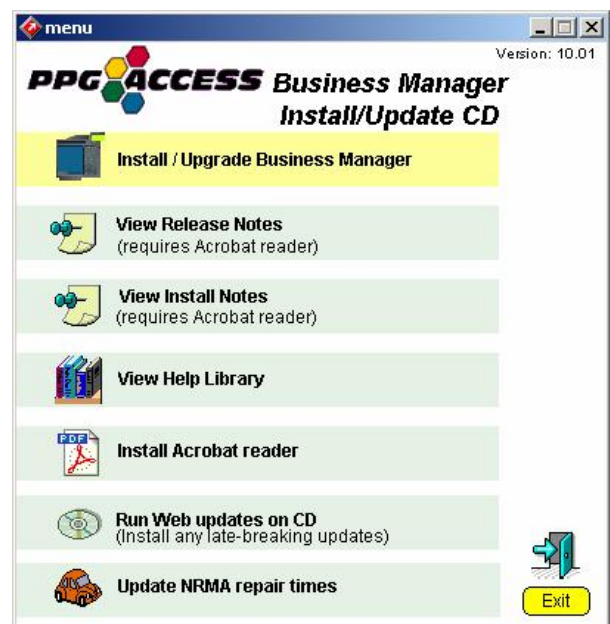
Network users should run the upgrade on *all* workstations as well as the server.

PPG Access also recommends that users check our website for possible updates immediately after upgrading. Please note that web updates need only be run on one computer.

Regards,
PPG Business Management Services Group

Installation Procedure

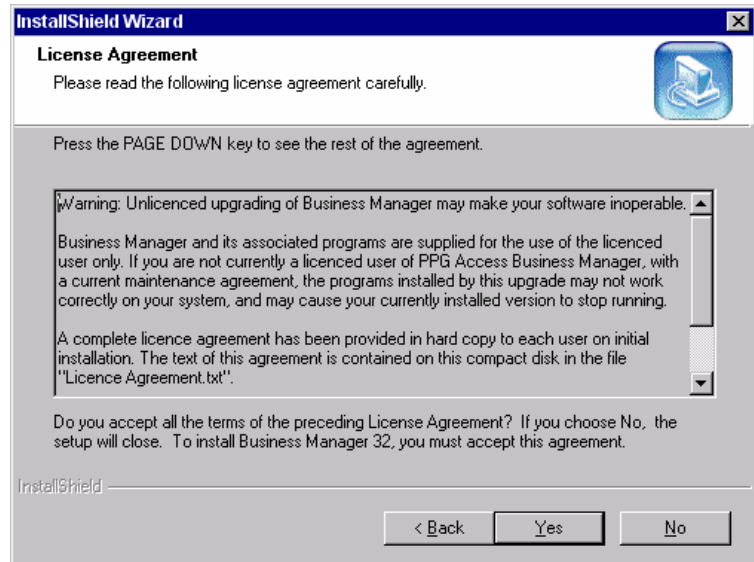
1. Insert CD and close the CD-ROM drawer. The following screen will appear. Select **Install/Upgrade Business Manager**.



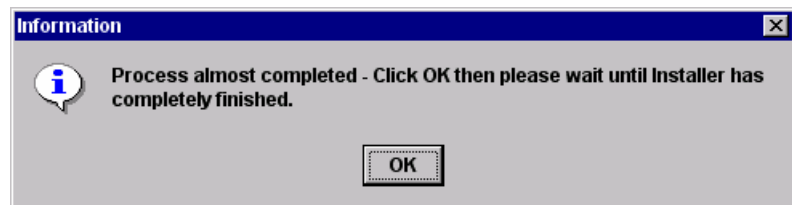
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2. Read and accept the license agreement by clicking **Yes**



3. Click **Yes** or **Next>** until the installation reaches this screen, Click **OK** and allow the process to run its course.



4. Complete the upgrade by clicking **Finish**.
5. Update Times Styles by selecting **Update NRMA Repair Times** from the menu.

Note that step 5 need only be carried out once, usually on the server machine.

