



# ProCare Online Update

(rev. 10/30/2008)

ProCare is designed to run on the Windows® family of operating systems including Windows Vista and XP.

## How to activate your Online Update subscription

Your ProCare CD comes with a free, one year, subscription to the ProCare Online Update service. You'll have 24 hour, 7 day a week, access to the latest features, enhancements and reports for the ProCare Center Management System.

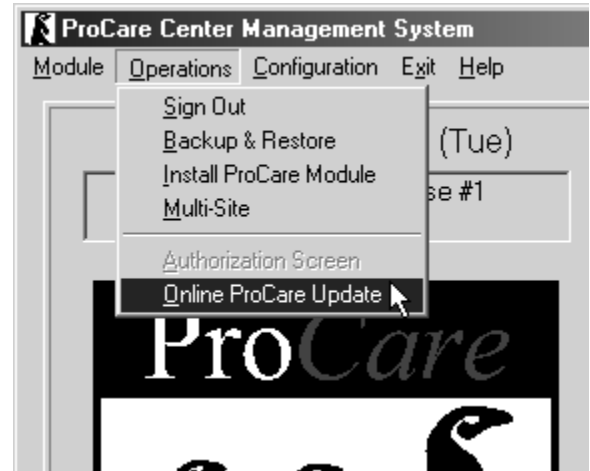
*You must have an internet connection to take advantage of the ProCare Online Update service. If you are running ProCare on a network, an internet connection is needed at just one of the ProCare computers.*

### 1. Install the ProCare CD.

- a.) The CD must be installed on each ProCare computer (one time only) to activate your online subscription. Follow the installation instructions (on separate sheet).

### 2. Check for the latest Online Update.

- a.) Get online. ProCare will attempt to connect to the internet for you, but sometimes it's necessary for you get online first by opening your email or browser (like Internet Explorer, Firefox or AOL).
- b.) At the main ProCare screen (with the penguin logo) click the **Operations** menu (upper left) and select **On-Line ProCare Update** then follow the on screen instructions.
- c.) If an update is available it will be downloaded to the drive that stores your ProCare Data. A full update of all ProCare modules is around 7 MB. The download time will vary depending on the speed of your internet connection and which ProCare modules you have installed.
- d.) A message will appear when the download is complete. At this point it is no longer necessary to be online.

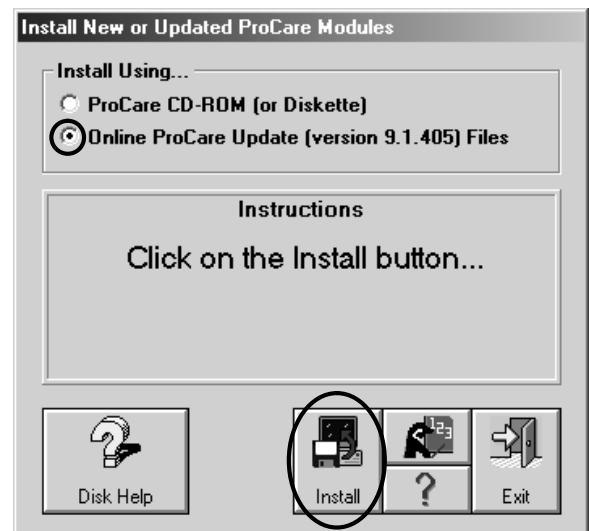


Step 2b

### 3. Install the update.

- a.) Click the **Install** button (lower right) at the main ProCare screen.
- b.) At the next screen, BE SURE to SELECT **Online ProCare Update**. (Don't select the CD-ROM option).
- c.) Click **Install** and follow the on screen instructions until the installation is complete.
- d.) If you are running ProCare on a network go to the next computer. The enclosed CD must have already been installed on each ProCare computer before you proceed. Repeat step #3 for each computer on the network.

Note: When ProCare is running on a network remember to "**download once, install on all.**" In other words it is only necessary to *download* the Online Update files once, at ONE of the ProCare computers. Then you'll *install* the update on EACH computer.



Steps 3b & 3c