

## Installation / Update procedure for computers running Windows 7 operating systems

Follow the 4 steps below to update each client computer in turn. If you use Green Logic Systems on the Server or PC acting as a Server, then please update that computer first.

Please ensure NO other users are logged into Green Logic Systems whilst the first PC is being updated and wait until the first PC has completed the installation before beginning to update other PC's.

Some steps / images may vary depending on which Windows 7 version / service pack you are running.

### Step 1 - Downloading the latest client version



Visit the Green Logic Systems website (the address may vary, but you'll be sent a link to it with each new update that is released).

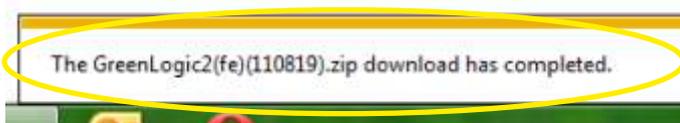
Click on the link shown to begin the download of the latest client version.

At the bottom of the screen you should see a download bar. Click the down arrow and choose 'Save As'.



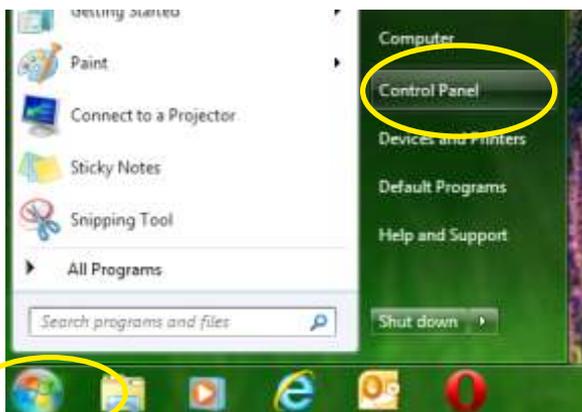
Your desktop is the easiest place to Save and then find the saved file, so we recommend you save the file there.

Press 'Save' when you've chosen your location.



Once the download has completed, you'll see this message displayed at the bottom of the screen, you can now close your browser and move on to Step 2.

### Step 2 - Removing the current version (*Ignore this step if installing on a new PC*)

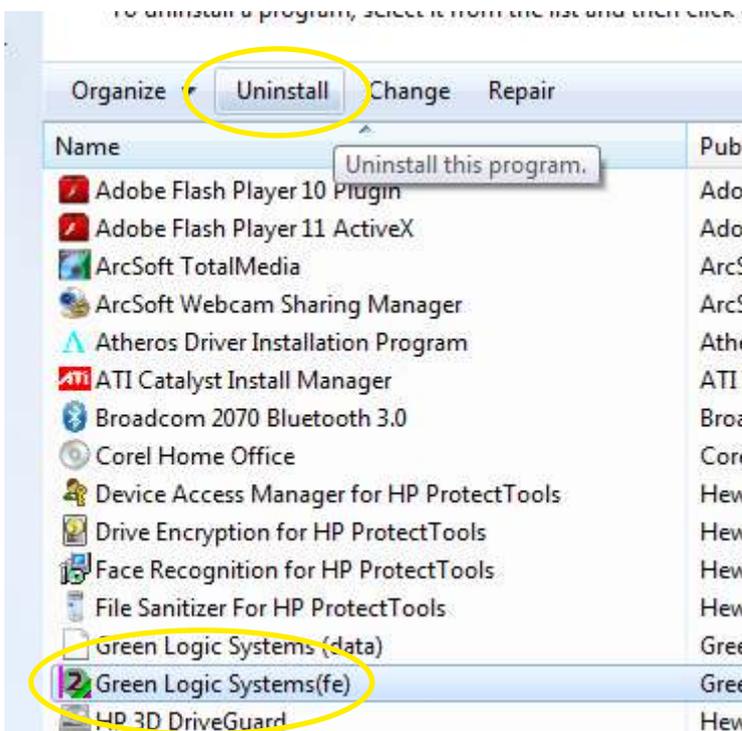


Click on the Windows Start button

Then press 'Control Panel'.

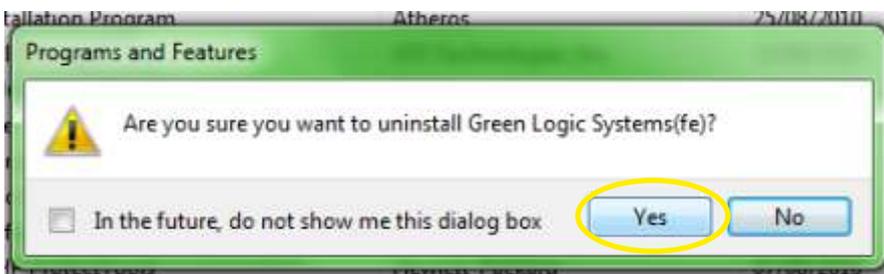


Click 'Uninstall a Program' under the 'Programs' section.



Select 'Green Logic Systems(fe)'. Do NOT select any other Green Logic file, especially any containing '(be)' or '(data)'.

Next press 'Uninstall'.



When prompted, confirm removal by clicking 'Yes'.

Now do the same as the above two steps to remove;

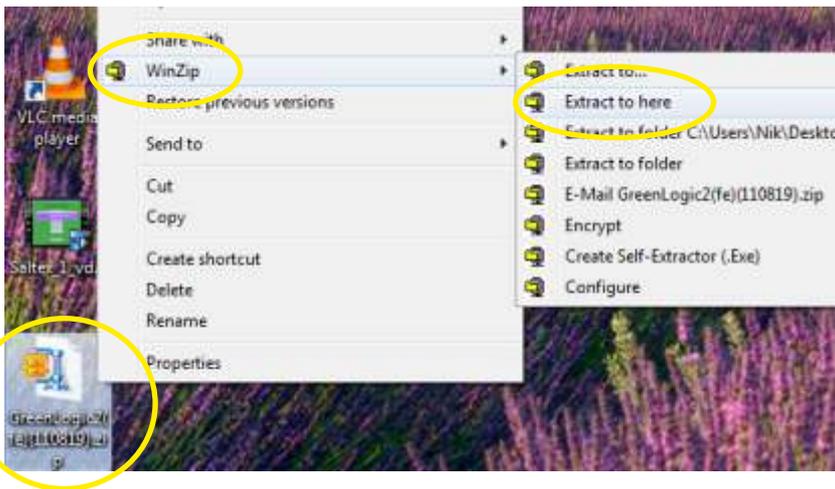
Microsoft Access Runtime 2007

Microsoft Access Runtime 2010

DO NOT uninstall any Microsoft products that DO NOT include the word 'Runtime'. You may only see one or neither of the above files, this is OK.

This concludes Step 2.

### Step 3 - Installing the newly downloaded client version



Following on from Step 1, you should now have a zipped or compressed folder beginning with 'GreenLogic(fe)' on your desktop.

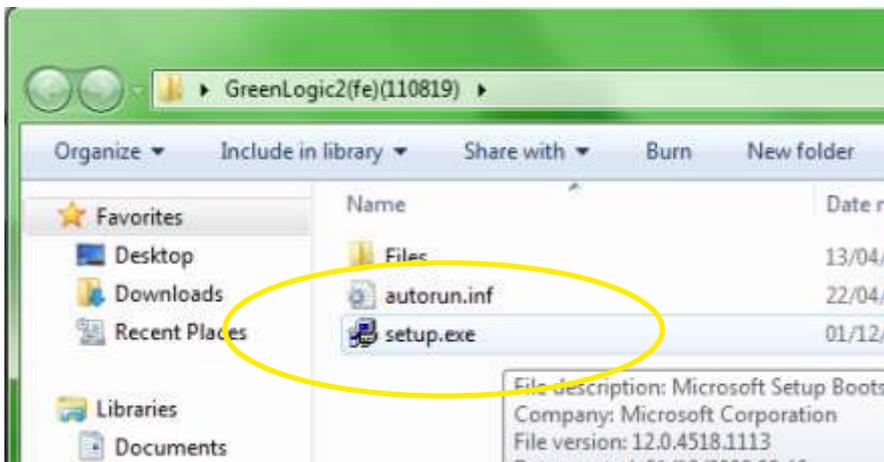
Locate this icon, and then **Right** mouse click on it to open the context menu. As Windows 7 did not ship with an extraction utility, you'll have had to download one, so the actual messages you'll see will vary.

Then press 'Extract Here', or the equivalent option for your software, pressing 'Next', 'OK' or 'Continue' on each of the steps you are prompted with, until the file extraction is complete.

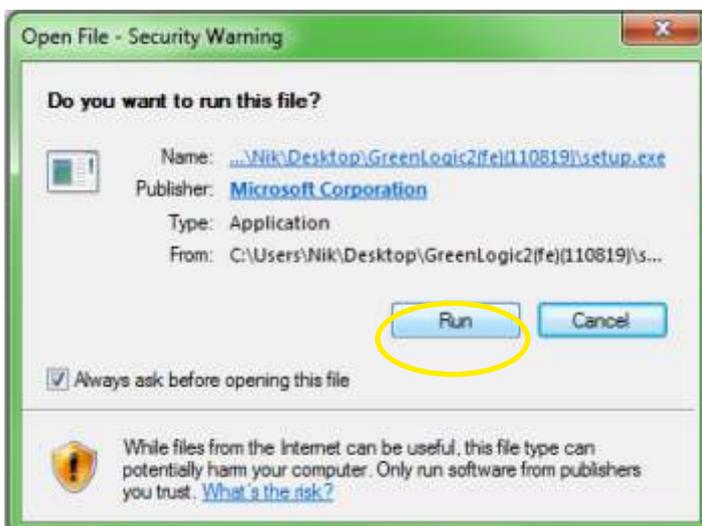


You should now see a second icon, without the 'zip' on it.

Double **Left** mouse click on that icon to open the folder and show its contents as depicted below.



Next, double **Left** click on 'Setup.exe'.



Depending on your version of Windows 7 and how it is set up, you may see this pop-up window. If you do, then press 'Run' to launch the installation programme.

Follow the steps in the window that next appears, pressing 'Next', 'Next', 'Typical' and finally 'Install' until you get a message telling you that 'Green Logic Systems' has successfully installed.

You should now have a Green Logic Systems icon on your desktop as shown below, and are now ready to move on to the final Step 4.

## Step 4 - Running the new client version for the first time



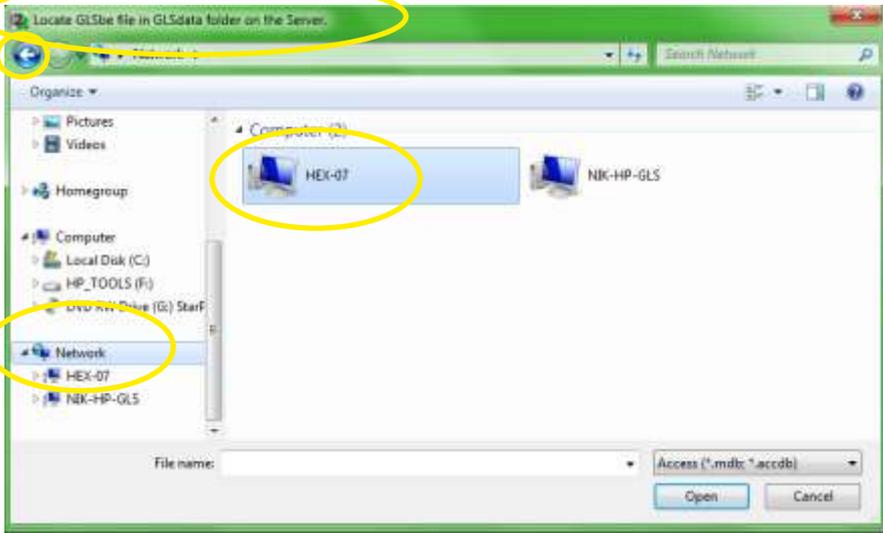
You should now have this icon on your desktop. Once you've located the icon, depending on your Windows settings, you should be able to drag it to a position on screen that will make it easier to find.

Double **Left** click on the icon to launch Green Logic Systems.

The first time you run a new client version, it needs to know where the main data file 'GLSbe' resides, as this will be at a different network address for each user.

First, click on 'Network' on the left hand side of the window, this will then list all of the PC's available on the Network to the right.

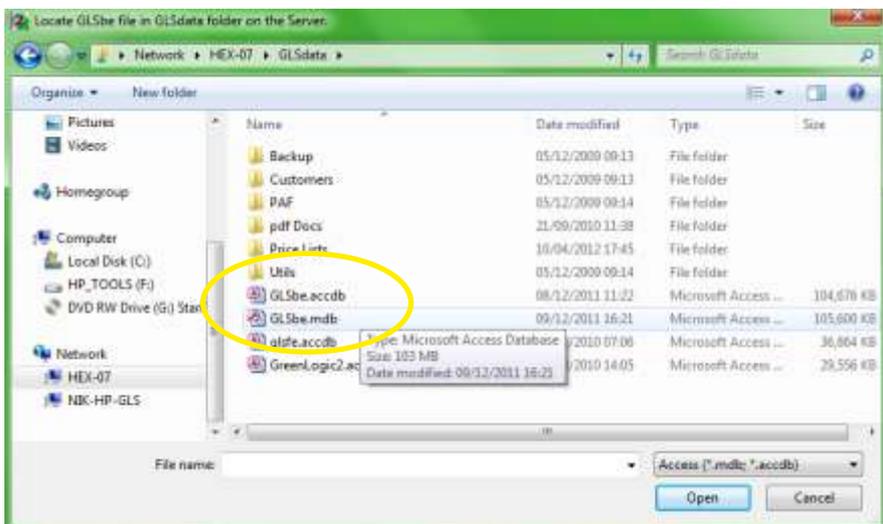
Next select the Server or PC acting as Server. If you're not sure which one is the Server, then either ask your network administrator, or try each PC listed in turn. If you try selecting a PC and it does not contain a folder called GLSbe, then it is not the server. You can then press the 'Back' icon (circled) and try the next PC shown.



Select the 'GLSdata' folder.



Select the 'GLSbe' file. You will either have GLSbe.mdb or GLSbe.accdb, but not both, so select the one that is available to you.





Green Logic Systems should now have been installed successfully, and you should now see the Main Menu.

To complete the new installation, you **MUST** press 'Exit Green Logic Systems' on the Main Menu, and then re-open the programme.

**Installation is now complete** - continue to use Green Logic Systems as normal.

If you have any problems, with any of the steps above, please contact Green Logic Systems for assistance.

These instructions can be printed, using the print button on your pdf viewing software.

Please note: The first PC that you update may take some time to complete, as more major updates will be updating data and tables, ready for some of the new features included in the version update. This should be done whilst all other users are logged out of Green Logic Systems.

There is another set of Installation / Update instructions available for PC's running Windows XP, links to download that version can be found on the email that you will have received with the notification of the new version release. If you have any PC's running Windows Vista, then please use these instructions and expect a few differences, most notable will be the 'User Account Control' messages that you'll receive along the way - these will appear as shields flashing in a box on the taskbar - just 'Accept' or 'Allow' all of these until the installation has completed.