

Please update the application as follows :-

- Step 1 Perform a full backup of your current **TheP f** folder.
Keep this on a backup volume, to allow reverting to the previous version.
- Step 2 To save your users & groups, run your current copy of **TheP** by logging in as **Administrator**, then activating **> File -> Access Control -> Passwords -> Save Groups <**
- Step 3 Log out and put aside, or trash, your current program **TheP**.

- Power Mac sites -

- Step 4 Double-Click to open the **PowerMac** icon
Double-Click to open the **TheP f** icon
Drag the blue/grey **TheP** application to the same location as where the previous version was on your hard disk.

- Intel Mac sites -

- Step 4 Double-Click to open the **Intel Mac** icon
Double-Click to open the **TheP f** icon
Drag the blue/grey **TheP** application to the same location as where the previous version was on your hard disk.

- For All sites -

You may now eject **ThePractitioner** DVD.

- Step 5 Feel free to explore the **Reports** folder for any new entries and contributions which may be helpful to your practice operations.
- Step 6 Logon to **TheP** as **Administrator**.
The program may rebuild its indexing and may also perform other updates as necessary. Please stand by for notifications and acknowledgements, etc.
- Step 7 To restore your users & groups, go to **> File -> Access Control -> Passwords -> Load Groups <**
Please note that the Administrator's password will need to be re-established. Also, any users placed into white groups will need to be redeployed into those.
- Step 8 Remember to re-establish any Apple-menu aliases or other shortcuts that you may have implemented, so as to reflect the new version installation.



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