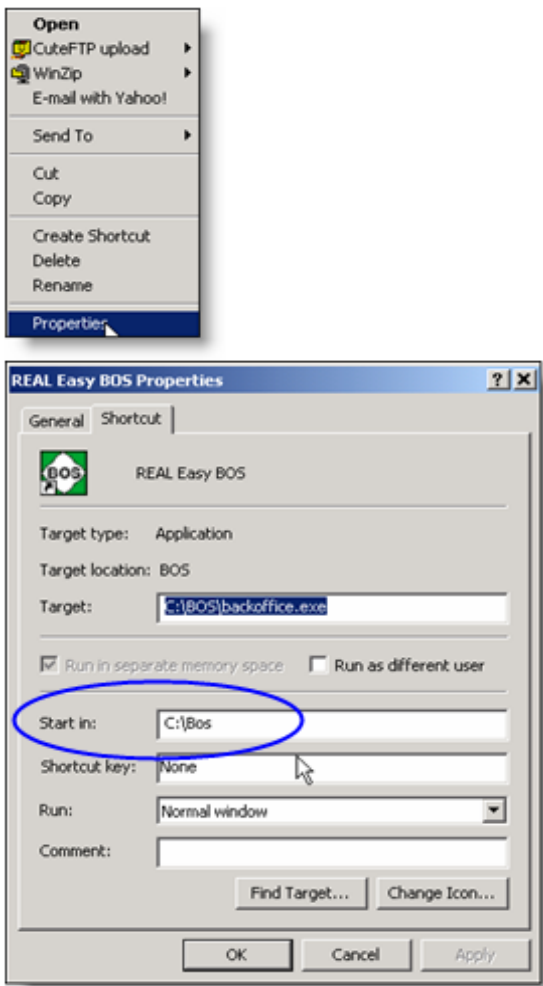


Thank you for your order of REAL/Easy Version 14.5. Please use the following steps to install this upgrade and setup users if you have a network. Call 1-800-732-5327 if you need help or have questions.

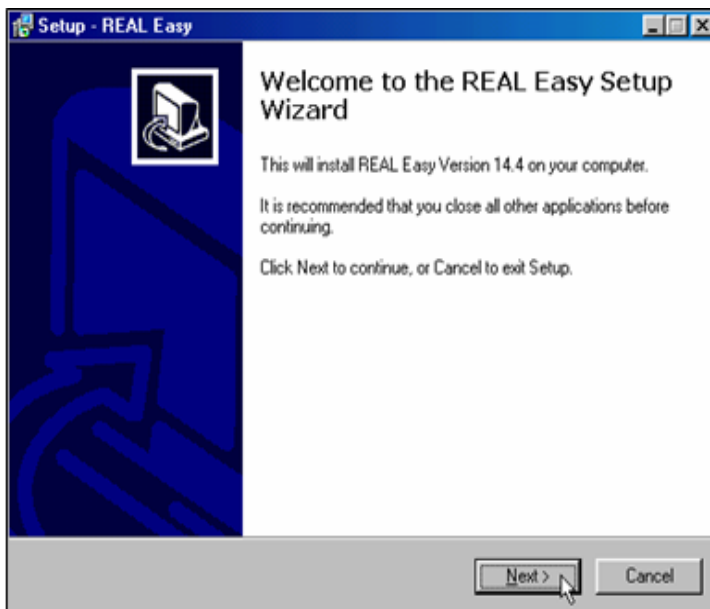
1. [] Move to the computer where REAL/Easy BOS and FOS are installed. This can be a standalone PC or a file server for a network.



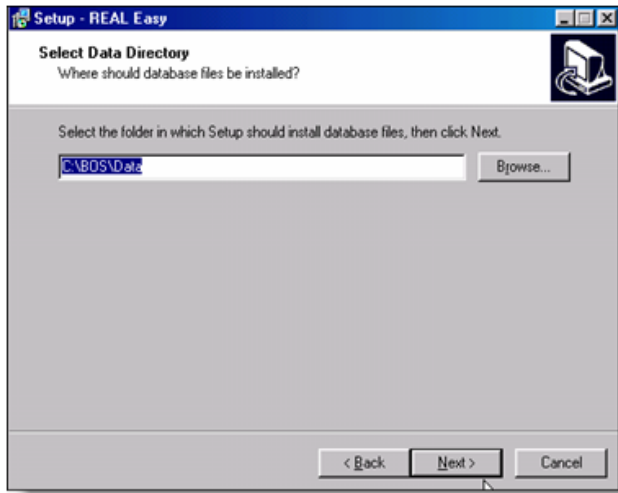
2. [] Note where BOS/FOS is installed by viewing the properties of the BOS or FOS icon on the desktop. You can check this by right clicking on the icon to obtain a menu and selecting properties. When the “Properties” window appears, click the “Shortcut” tab and note the “Start in:” location (e.g. (C:\Bos”)
3. [] Make sure there are no users in BOS or FOS at any time during the following setup steps.
4. [] Back Up your Server’s \BOS folder including all sub directories (this will backup the existing software and your data).



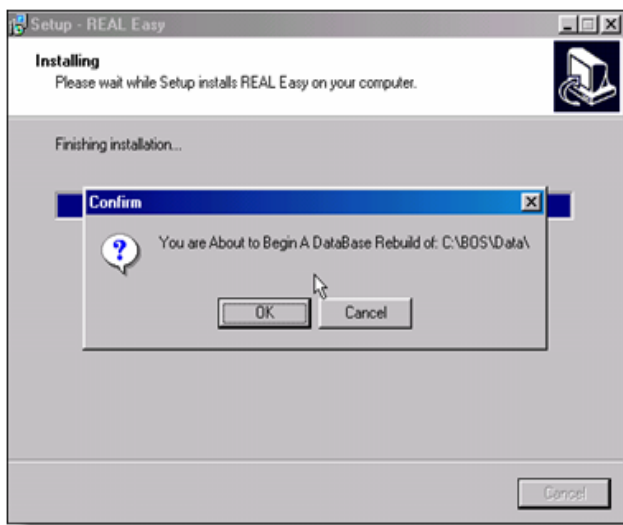
5. [] Install the upgrade from the 14.5 CD by opening the Setup.exe. Install to the PC or server to the exact same location as your older version of BOS (examples: C:\BOS or D:\apps\BOS or N:\Accounting\Apps\BOS).



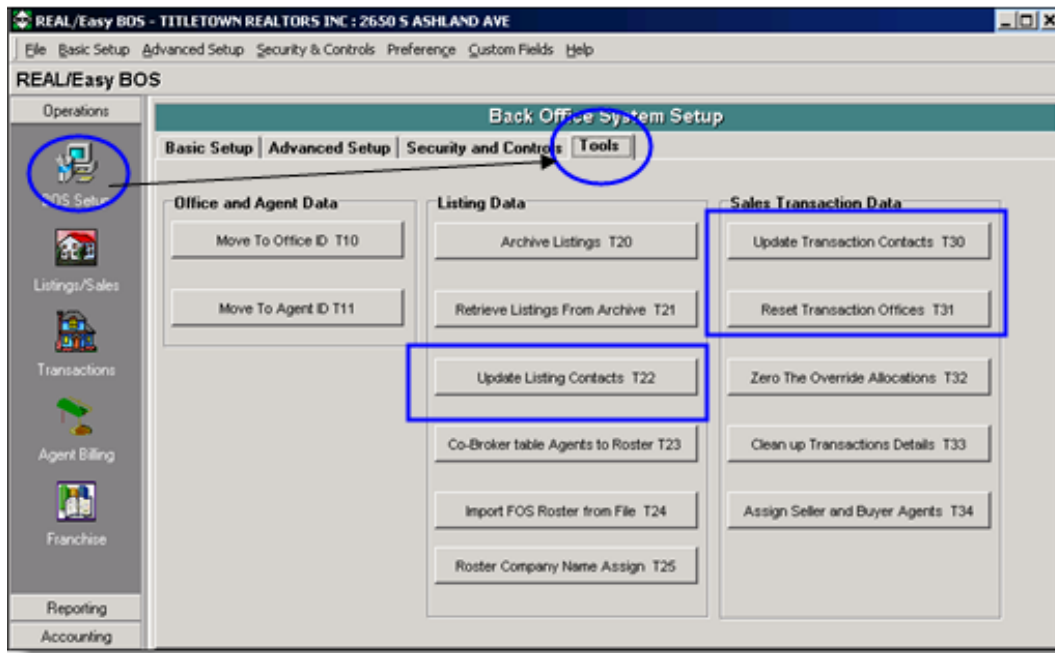
6. This will start the setup wizard – continue using the “Next” buttons.



7. [] Setup continued ... Again, install the upgrade in the same drive-folder path as the current system.



8. [] During this install you will be asked to “Rebuild” your database – you must do this (do not skip the rebuild). When the setup is complete, click Finish and close all install windows and remove the REAL/Easy CD.
9. [] Shut Down your PC/Server and then ReStart – this will insure that all new software, database, and report drivers are configured.
10. [] On PC/Server, start the BOS system and login as the Administrator (Admin).



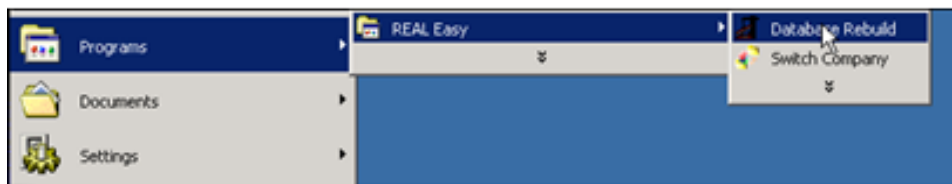
11. [] On PC/Server, run the above Tools commands (see above):

- a. **Update Listing Contacts T22,**
- b. **Update Transaction Contacts T30,**
- c. **and Reset Transaction Offices T31.**

12. [] Exit BOS, do data only backup, system is ready if you are using a standalone computer and have one database. If you are using a network and/or have another company database please continue with the following.

Multiple Databases

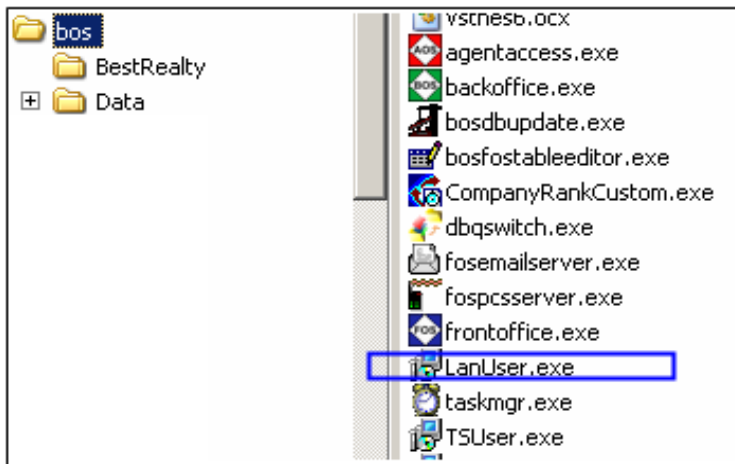
Note: If you are running the BOS/FOS database in a folder other than ..\BOS\DATA.. or have multiple company databases, you will have to do the following additional steps:



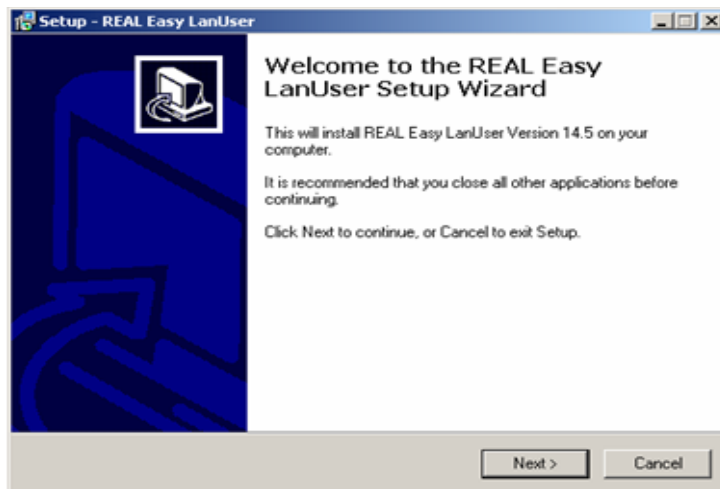
1. [] On the Server, go to Start ->Programs->Realeasy-> Switch Company – to re-point to the live database path.
2. [] On the Server, go to Start ->Programs->Realeasy-> Database Rebuild – note that the rebuild is pointing to the correct path.
3. [] Do steps 10 through 12 above for each additional company database.

Network System

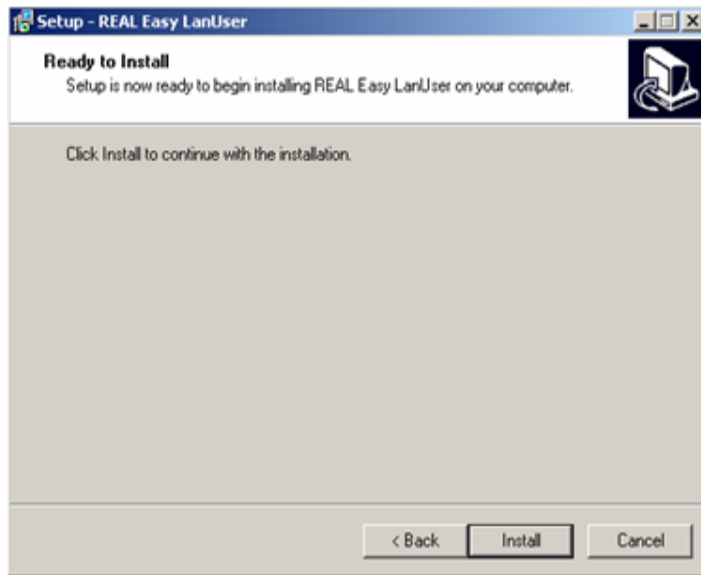
1. For a network having users with LAN access, you must go to each station and run the new “LanUser.exe” setup program to enable the station to access REAL/Easy version 14.5. This application was installed by the update within the server’s...\Bos folder. At the LAN workstation you must use “My Computer” to open and run the “LanUser.exe” from its location on the server.



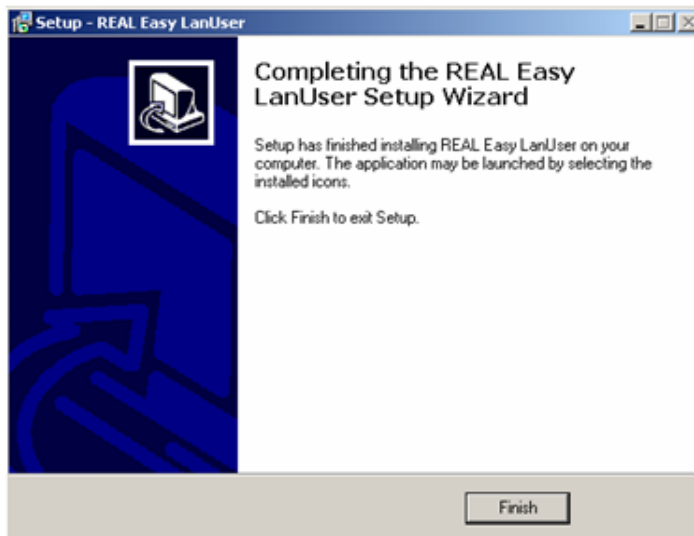
- [___] Find and run **LanUser.exe** on your server.



- [___] Click on **Next**

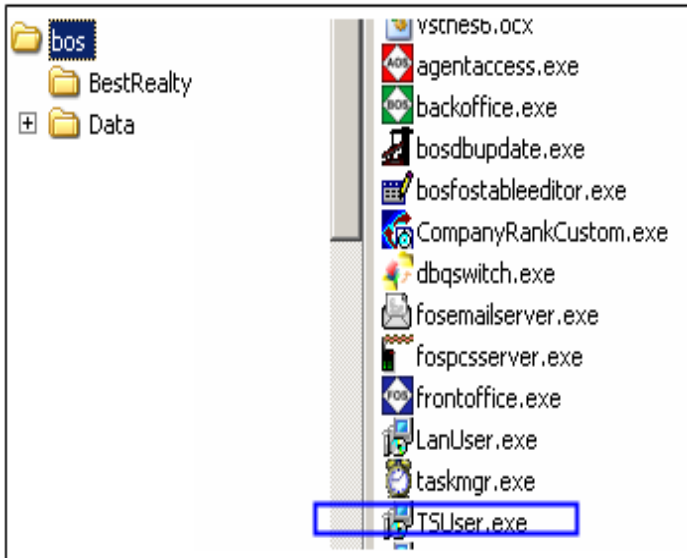


[] Click on **Install**

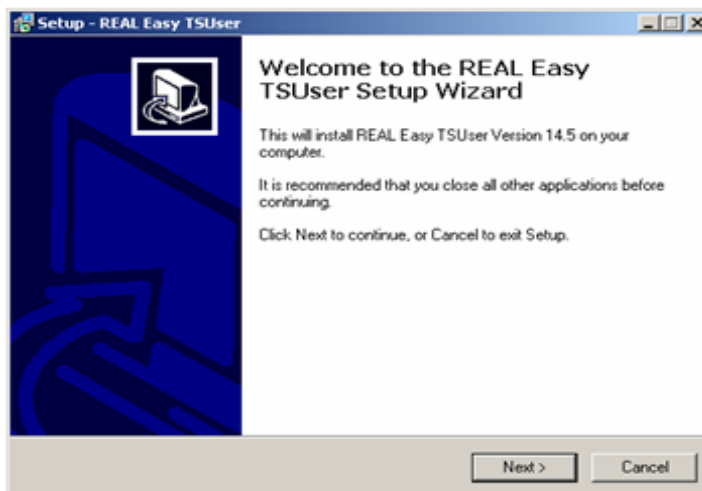


[] Click on **Finish**

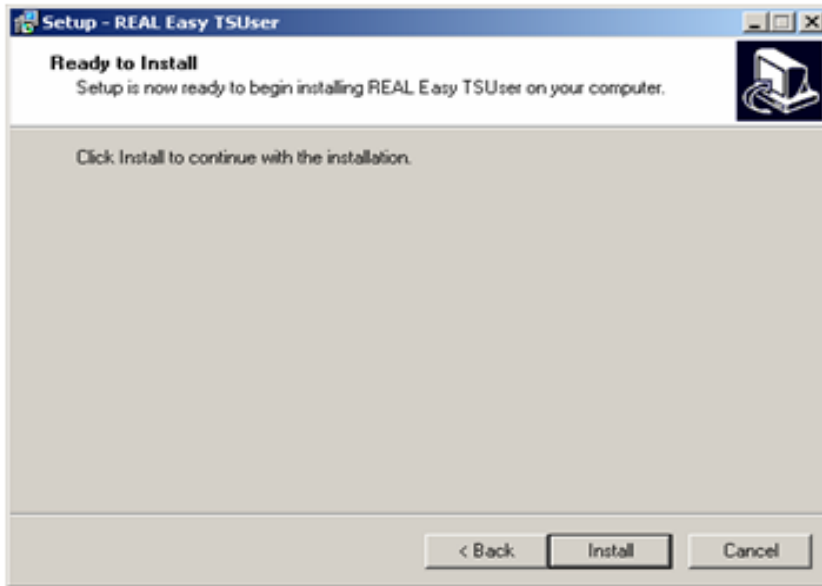
- For a network having users with Terminal Services or Citrix access, you must login to each user and run the new “TSUser.exe” setup program to enable the station to access REAL/Easy version 14.5. This application was installed by the update within the server’s ...\\Bos folder. Use “My Computer” to open and run the “TSUser.exe” from its location on the server.



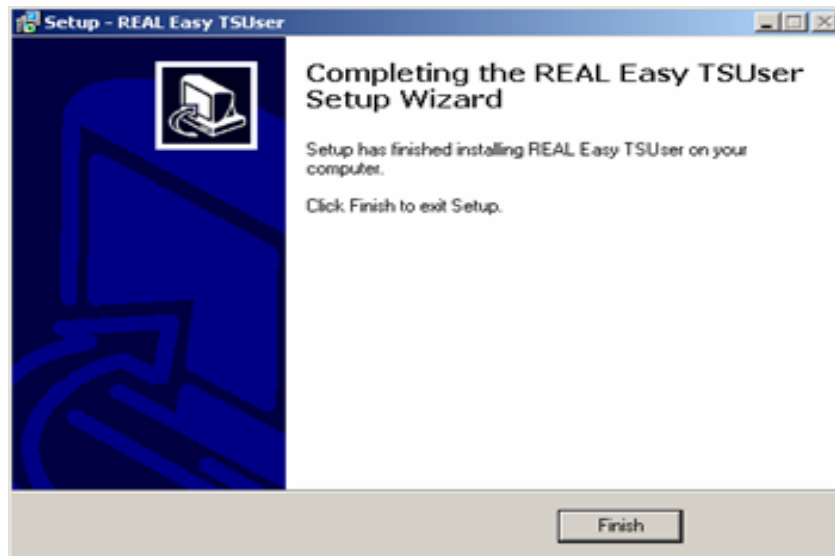
[___] Find and run **TSUser.exe** on your server



[___] Click on **Next**



[] Click on **Install**



[] Click on **Finish**