

## INSTALLATION INSTRUCTIONS

Ensure that (a) you back up your entire VIMS (the VIMS folder and all its sub-folders) and (b) run REORG on your VIMS immediately prior to installing the enhancement.

If you have any questions about the above two requirements, call one of our technical support representatives at 800-673-9315 for assistance. **DO NOT IGNORE THE ABOVE ITEMS!!** Sterling Solutions cannot be held responsible for any damage done to your VIMS during the enhancement installation if the above instructions are not followed explicitly.

After you take care of the backup and REORG, run the executable program from wherever you downloaded it to, assuming its current location is in the same network or on the same computer as VIMS is currently.

During the installation you will be presented with the VIMS Readme file. It will be opened in the Windows Notepad. It, and only it, contains vital information concerning the difference between the new version and the version you are replacing. **PRINT IT AND READ IT!!**