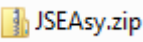
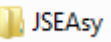
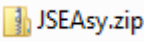
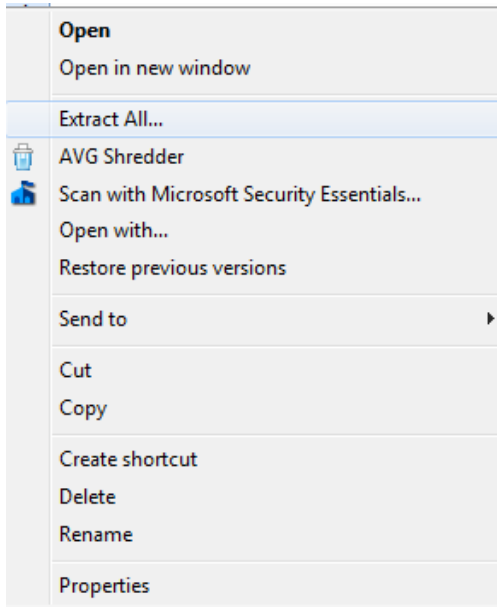


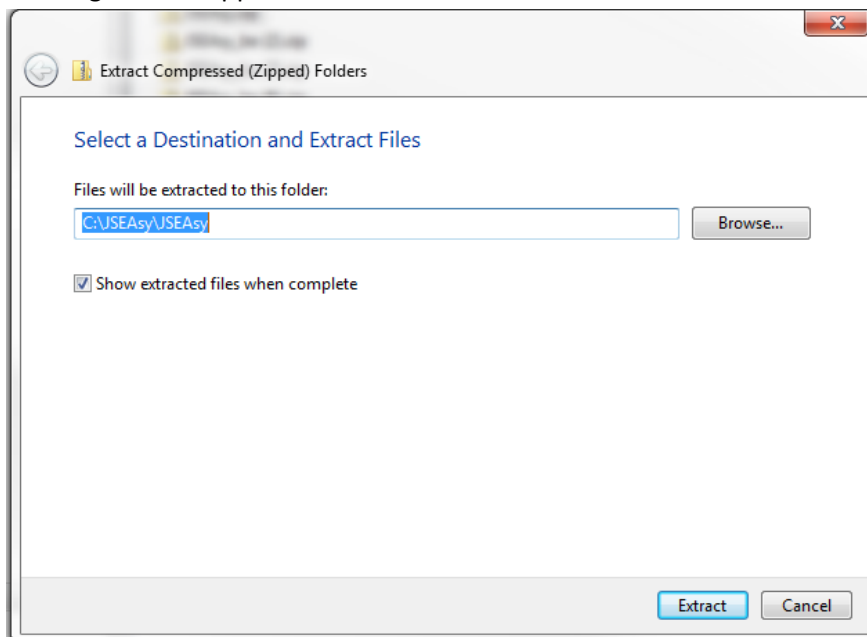
Work Procedures – Installing a new JSEasy Multiuser– programme update

1. Right click on the attachment in your email  and Save the attached file to: C:\JSEasy
2. Go to Start
 - a. Computer
 - b. OS (C:) or Local disc C
 - c. Double Click on the JSEasy folder 

3. Right click on the file 

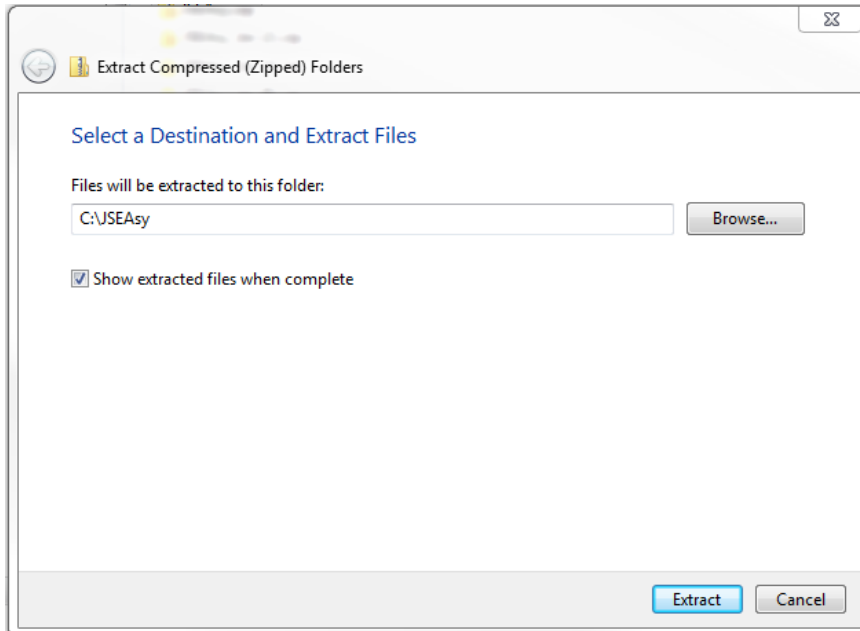


- 4.
5. Click on extract all
6. A dialog box will appear

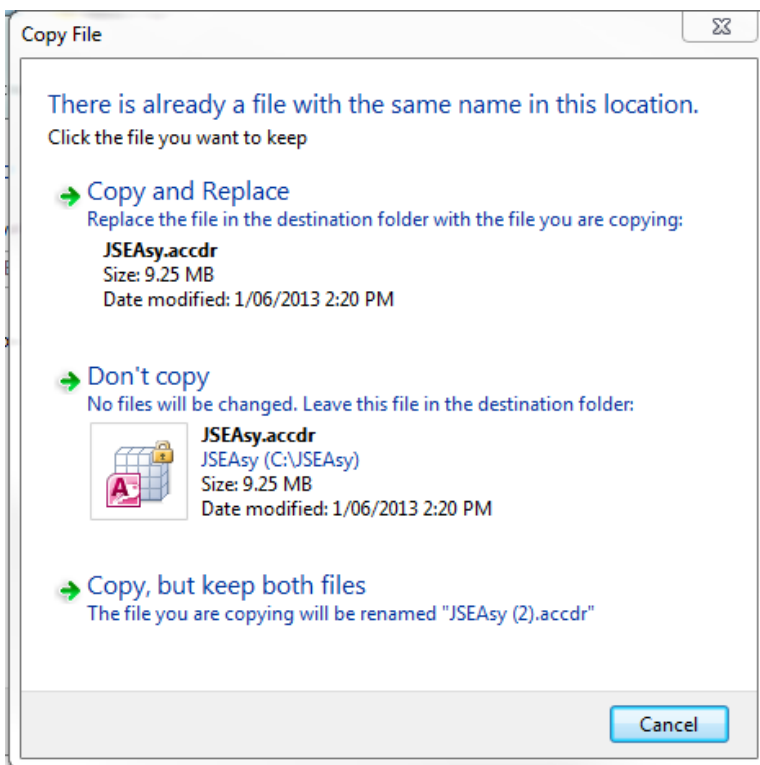




- 7.

8. Change the destination folder to: C:\JSEAsy



- 9.
10. Click on Extract
 11. A new Dialog box will appear
 12. Click on Copy and replace



13. Open JSEAsy using the desktop shortcut.
14. You will receive a message stating “Re-linking Required”
 The program needs to be made aware of the database location on your computer system.
15. Click ok and navigate to the network location of JSEAsy Share folder you made on the shared network drive or “Server PC”
16. Find the File  JSEAsy_be.accdb and double click on it.
17. Close the programme and repeat the procedure on every PC or user profile