

Instructions on an Absolute Retail Upgrade

The following are the instructions for doing an upgrade.

- 1) At the Absolute Retail website on the menu bar select Support and then Download Center.
- 2) Click on Absolute Retail - Upgrade Only hyperlink.
- 3) Ask Absolute Retail support for the current User Name and Password, log on and click OK
- 4) Save the upgrade on your Server in the Absolute Retail Server folder.
- 5) With all users out of Absolute Retail go to each computer and open and run the upgrade.
- 6) Open Absolute Retail on each computer and log on as SysAdmin.
- 7) Relink the computer to your ARServer database.

*Do one computer at a time and exit Absolute Retail as you finish each computer until all workstations have been upgraded.

*If you receive a message stating you have a locked table and are unable to upgrade. Say no to the question, Do you want to upgrade your database. This will automatically exit the program. Log in again as SysAdmin and answer Yes to both questions to complete the upgrade.

Notes: NEVER upgrade on Friday!

Please print this out for future reference. These instructions do not change.