

# **integrity** software

Instructions for loading Evolution v7.4

# How to Load Evolution 7.4

This guide runs you through the basic steps of how to setup your new version of Evolution.

1. Important information prior to install
2. How to load Evolution 7.4
3. Running Evolution for the first time
4. Setting up Evolution 7.4 on all machines

# How to Load Evolution 7.4

## 1. Important information prior to install

**Before attempting to install Evolution 7.4 please ensure you have completed the following tasks:**

- ✓ Ensure a backup of the entire system has been made (programs and data) when people are off the system
- ✓ If this has already been done, you can leave people logged into Evolution during the initial stage of installation because it updates the Evolution Testing system first (you will need to log everyone out during the “Test to Live” process)

# How to Load Evolution 7.4

## 2. How to download Evolution 7.4

### Step One

- ✓ Download Evolution 7.4 from the webpage provided

Click on **Evolution 7.4 (UK only)**

### FTP root at 89.151.124.10

To view this FTP site in Windows Explorer, click **Page**, and then click **Open**

03/11/2013 11:58AM	Directory <a href="#">E-File 2 30</a>
03/11/2013 12:11PM	Directory <a href="#">Evolution 7.4 (UK only)</a>
03/29/2011 12:00AM	Directory <a href="#">Extras</a>
03/03/2010 12:00AM	Directory <a href="#">Integrity Teamviewer</a>
03/11/2013 12:17PM	Directory <a href="#">Old</a>
05/03/2011 12:00AM	Directory <a href="#">Patch</a>
03/19/2012 12:00AM	Directory <a href="#">USQL</a>

# How to Load Evolution 7.4

## 2. How to download Evolution 7.4

### Step Two

- ✓ Download Evolution 7.4 from the webpage provided
- ✓ Click **Evo74setup.exe**

### FTP directory /Evolution%207.4%20(UK%

To view this FTP site in Windows Explorer, click **Page**, and then click **Ope**

[Up to higher level directory](#)

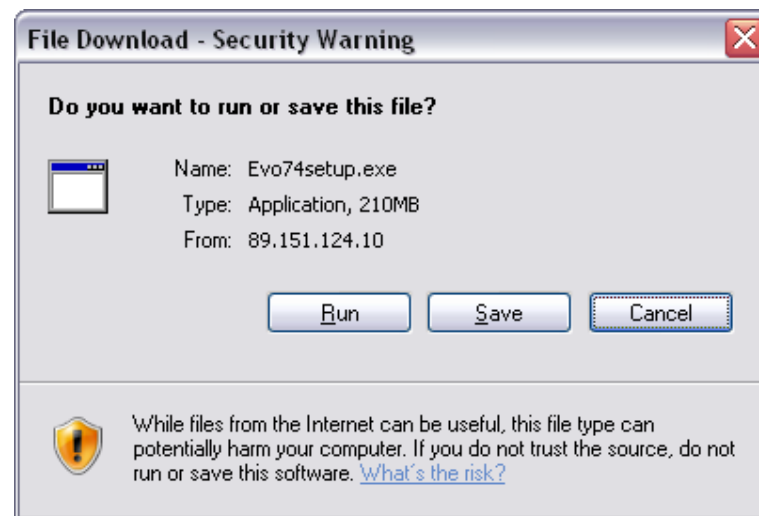
03/12/2013 09:05AM	Directory	<a href="#">Documentation</a>
03/12/2013 12:50PM	220,900,601	<a href="#">Evo74setup.exe</a>

# How to Load Evolution 7.4

## 2. How to download Evolution 7.4

### Step Three

- ✓ Download Evolution 7.4 from the webpage provided
- ✓ Click Evo74setup.exe
- ✓ Select **Save** to save the file to your desktop





# How to Load Evolution 7.4

## 2. How to download Evolution 7.4

### Please note

- Some Internet Browsers may display a different file download message to that shown above. An alternative screen is shown below and you should select to save the file



- Some Internet Browsers may automatically download the file into your "Downloads" directory rather than asking you to select a location to save the file.
- If you received a message that the file may be malicious, please select the option to "Keep" as shown below:

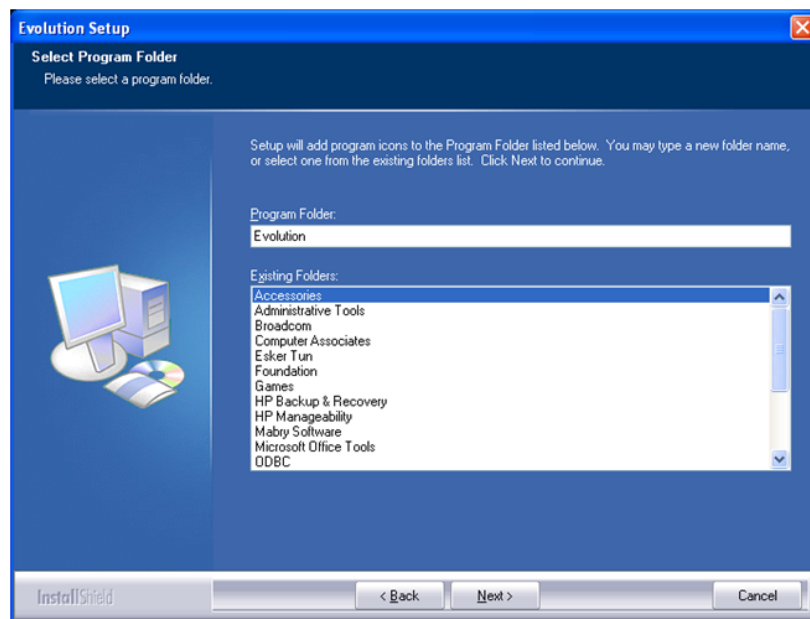


# How to Load Evolution 7.4

## 2. How to install Evolution 7.4

### Step One

- ✓ Run the saved **Evo74setup.exe** file from your Desktop or your 'Downloads' folder (The screen below will be displayed)



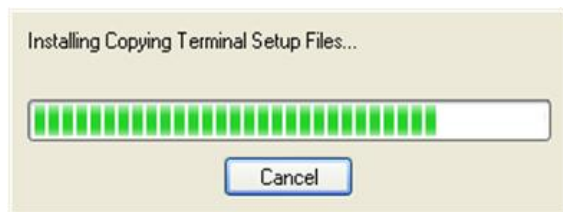


# How to Load Evolution 7.4

## 2. How to install Evolution 7.4

### Step Two

- ✓ Click **Next** to display the following screen



- ✓ Once complete click the **Finish** button

This will load the new programs into your **'Test'** system

# How to Load Evolution 7.4

## 3. Running Evolution for the first time

### Step One

- ✓ Run your Evolution 'Test' system to check the system is running correctly

# How to Load Evolution 7.4

## 3. Running Evolution for the first time

### Step One

- ✓ Run your Evolution 'Test' system to check the system is running correctly

### Step Two

- ✓ Once you are happy your 'Test' system is working correctly, double click the **'Test to Live'** icon on your desktop

See the 'Test to Live Routine' document for extra notes and example screens.

# How to Load Evolution 7.4

## 3. Running Evolution for the first time

### Step One

- ✓ Run your Evolution 'Test' system to check the system is running correctly

### Step Two

- ✓ Once you are happy your 'Test' system is working correctly, double click the 'Test to Live' icon on your desktop

### Step Three

- ✓ Login to Evolution in the normal way

**Note:** At this point a data conversion process may occur before displaying the login screen.

# How to Load Evolution 7.4

## 4. Setting up Evolution 7.4 on all machines

The next step is to update all computers running Evolution to the latest version.

✓ On each machine run the following steps:

1. Go to 'My Computer' and locate the Evolution Folder

2. Double click the 'TERMINAL' Folder

3. Double click the 'SETUP.exe' icon



# How to Load Evolution 7.4

## 4. Setting up Evolution 7.4 on all machines

The Evolution Version will then read '7.4' when **Evolution Setup** is run:

