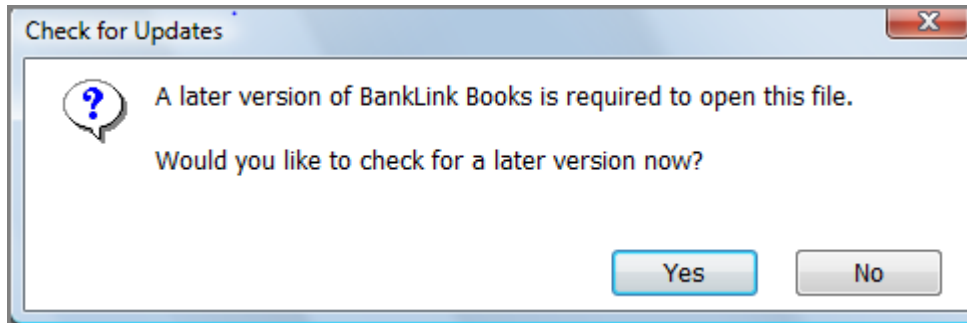


Updating BankLink Books

Updating BankLink Books is easy! Once your accountant has updated their BankLink Practice software, you need to be on the same version of BankLink Books. All you have to do is check in your file and the first time you open it, you'll be prompted to update your installation of BankLink Books! Just follow the instructions below.

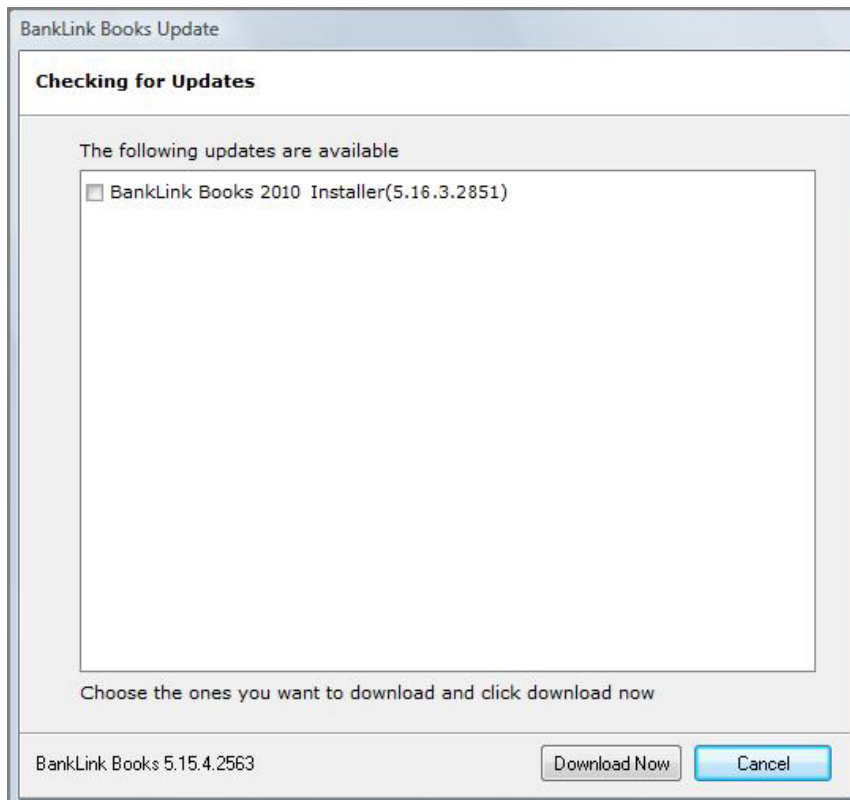
To update BankLink Books:

- 1 Check in and open your BankLink Books file when you receive it from your accountant
BankLink Books displays the Check for Updates window



- 2 Click **Yes**

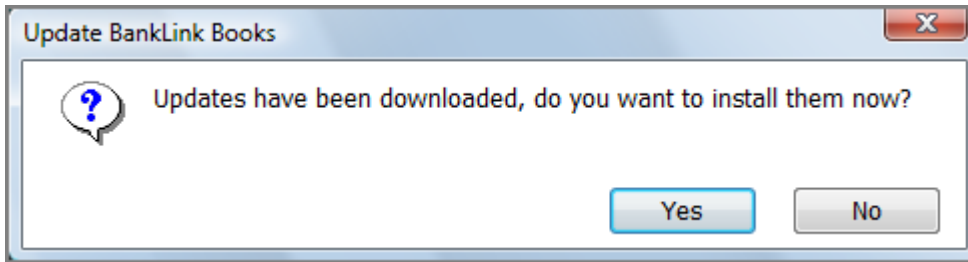
BankLink Books checks for updates and displays a window showing you the list of updates that are available



- 3 Click to enable the checkboxes against any updates listed

4 Click **Download Now**

BankLink Books displays a window showing you the progress of the download and then you see the **Update BankLink Books** window

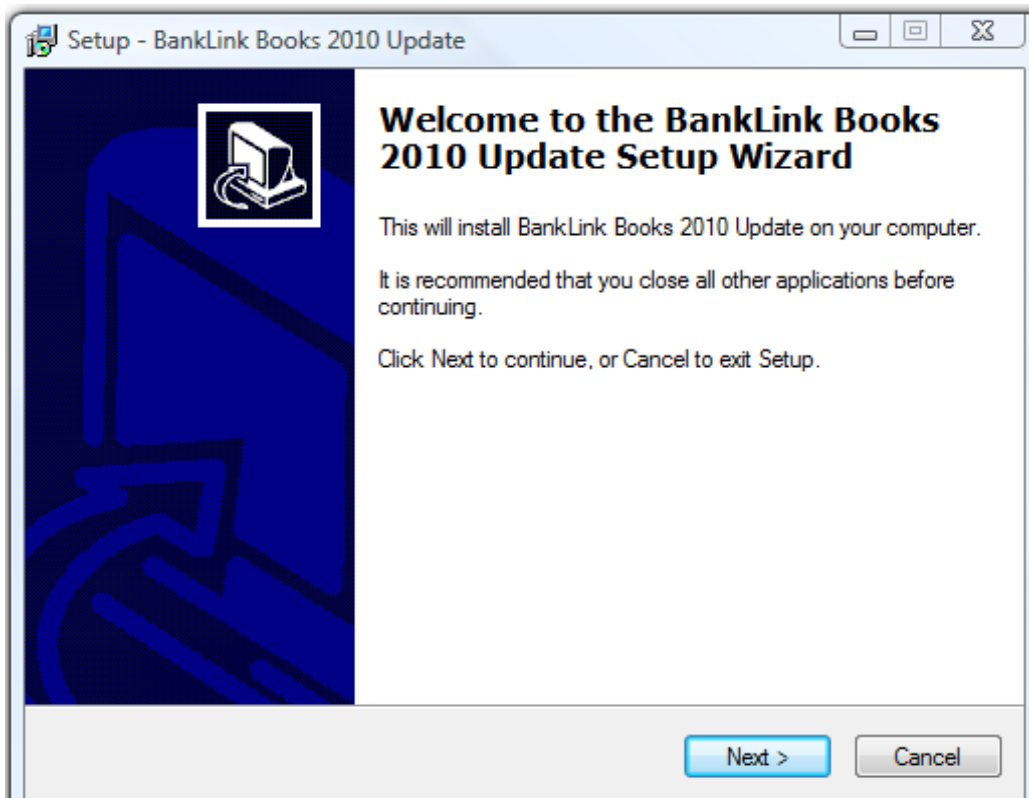


5 Click **Yes** to install the updates

BankLink Books displays a confirmation window

6 Click **Yes**

BankLink Books displays the **Welcome** window of the BankLink Books Update Setup Wizard



7 Follow the prompts to update BankLink Books



If you use BankLink Secure and download your own data, you won't be prompted to check for a later version. However, your accountant may ask you to update BankLink Books so that your files are compatible with their version of BankLink Practice.

When this happens, all you need to do is open your client file in BankLink Books and click **Help, Check for Updates**. You'll then be able to follow the instructions from Step 3 above.