

# HOW TO Download HCSS IADT UPDATE from WEB SITE

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1. Sign on to your INTERNET Service
2. Start WEB Browser ( ex. Internet Explorer )
3. Sign on to “ [www.hillcountrysoftware.com](http://www.hillcountrysoftware.com) “
4. LMSC on “ UPDATES “ button.
5. Scroll down to “ IADT UPDATES “.
6. LMDC on “ Select Software Update for your configuration”.
  - 6a. “ **HCSS Integrated Court Management Update - (Date)** “
  - 6b. “ **HCSS Law Enforcement Update - (Date)** “
  - 6c. “ **HCSS Budgetary Accounting Update - (Date)** “
  - 6d. “ **HCSS Dispatch Update - (Date)** “.
7. For Computers with Internet Explorer Ver. 9, Go to step # 16.
8. On the “**File DownLoad**” Window, LMSC on “**Save**”
9. On the “**Save As**” Window,
  - LMSC on the down arrow in the “**Save In**” Box.
10. Your computer resources will display.
11. LMSC on “ **Local Drive C** “ or “ **C** ” or “**Download**” Folder
12. LMSC on **Save** Button.
13. File Download will begin.
14. When the Download is complete, LMSC on Close.
15. Continue with Step # 24.
16. A small window will display at bottom of the screen.
17. LMSC on the arrow next to the “**Save**” button.
18. LMSC on the “**Save as**” button.
19. The “ Save as “ window will display.
20. LMSC on “ **Local Drive C** “ or “ **C** ” or “**Download**” Folder.
21. LMSC on “**Save** “ Button.
22. File Download will begin.
23. A display will appear “ Publisher...be verified”, LMSC on “ **X** ”.
24. Exit out of Internet Browser Program.
25. Continue with Step # 26 ( Apply Update Process.)

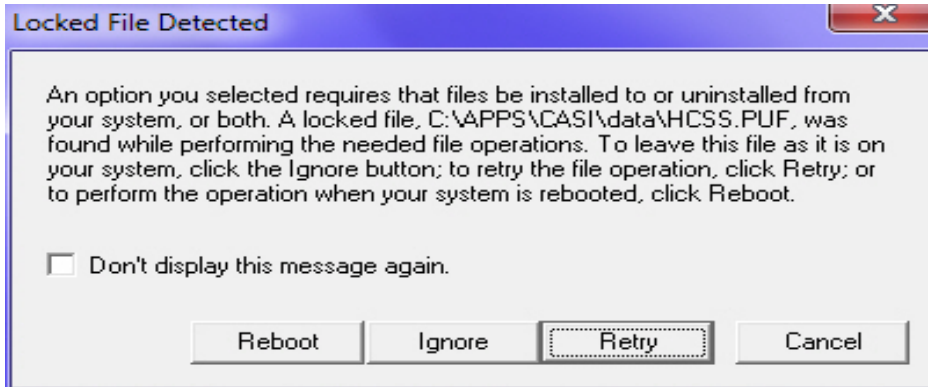
(LMSC) = Left Mouse button Single Click.  
 (LMDC) = Left Mouse button Double Click.  
 (RMSC) = Right Mouse button Single Click.  
 (RMDC) = Right Mouse button Double Click.

**HOW TO APPLY  
HCSS IADT APPLICATION UPDATE  
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26. **VERIFY that all USERS are LOGGED OFF from the IADT System.**
27. At Windows DeskTop, LMDC on "MY COMPUTER ICON"
28. LMDC on your computer's "Local Drive C" or "Download" Folder.
  
29. Scroll Down to Locate and Select:
  - 29a. "(Date) HCSS Integrated Court Management Update.exe"
  - 29b. "(Date) HCSS Law Enforcement Update.exe"
  - 29c. "(Date) HCSS Budgetary Accounting Update.exe"
  - 29d. "(Date) HCSS Dispatch Update.exe"
  
30. LMDC on Selected Module Update Program. ( *Update will begin* )
31. LMSC on "**NEXT**" on First Screen.
32. LMSC on "**YES**" on Second Screen.
33. Call HCSS for PASSWORD. (800-422-1982)
  
34. Enter **PASSWORD** Code given to you, "Four characters XXXX".
35. LMSC on **NEXT**.
36. At "**Choose Destination Location**" Screen,  
Verify Location where HCSS Application is to be installed.
  
37. If Value Specified is "**T:\CASI**", Go to Step 43.
  - 37a. If your System configuration Network drive letter is not "**T**", enter that value here for reference. " \_\_\_\_".
  - 37b. If you need assistance with identifying this value  
Contact HCSS Support @ 800-422-1982.
  
38. LMSC on **BROWSE** Button.
39. LMSC in the "**PATH**" Value Box.
40. Replace all with "**T:\CASI**" (or) Your Drive "**?:\CASI**".
41. Value should read "**T:\CASI**" (or) Your Drive "**?:\CASI**".
42. LMSC on "**OK**" Button.
  
43. Required Value Should Be in Destination Folder.
44. LMSC on **NEXT**. ( Update Process will Begin ).

## HOW TO INSTALL HCSS IADT APPLICATION UPDATE PAGE 3

45. If the following screen is displayed:



45a. Verify that all IADT users are logged out of system.

45b. At the **Server Unit** for the IADT system,  
LMDC on the “ IADT Refresh” ICON.

45c. LMSC on the “Retry” button.

45d. If this message does not display again, Go to step #46.

45e. If this message is displayed again,  
than LMSC on “Cancel”

45f. Perform a restart on the Server Unit.

45g. Return to Step #27.

46. At Completion, LMSC on FINISH Button.

47. *YOU ARE NOW READY FOR NORMAL PROCESSING.*

(LMSC) = Left Mouse button Single Click.

(LMDC) = Left Mouse button Double Click.

(RMSC) = Right Mouse button Single Click.

(RMDC) = Right Mouse button Double Click.