

HOW TO Download HCSS IADT UPDATE from WEB SITE

1. Sign on to your INTERNET Service
2. Start WEB Browser (Ex. Internet Explorer)
3. Sign on to www.hillcountrysoftware.com
4. LMSC on " UPDATES " button.
5. Scroll down to " IADT UPDATES " .
6. LMDC on " Select Software System to Download".
 - 6a. " **HCSS Integrated Court Mangement Update (Date)** "
 - 6b. " **HCSS Budgetary Accounting Update (Date)** "
 - 6c. " **HCSS Law Enforcement Update (Date)** "
 - 6d. " **HCSS Dispatch Update (Date)** " .
7. At File DownLoad Window, LMSC on "SAVE"
8. Select and Save In " Local Drive C "
9. LMSC on Save Button.
10. Download will begin.

NOTE: This Download will take Approx. 8 to 15 minutes.

11. When Download is complete, LMSC on Close.
12. Exit out of Internet Browser Program.
13. Continue with HCSS 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 INSTALL HCSS IADT APPLICATION UPDATE

1. **VERIFY THAT ALL USERS ARE LOGGED OFF.**
2. At Windows DeskTop, LMDC on “ MY COMPUTER ICON”
3. LMDC on Local Drive C.
4. Scroll Down to Locate and Select:
 - 4a. “(Date) HCSS Integrated Court Management Update.exe”
 - 4b. “(Date) HCSS Budgetary Accounting Update.exe”
 - 4c. “(Date) HCSS Law Enforcement Update.exe”
 - 4d. “(Date) HCSS Dispatch Update.exe”
5. LMDC on Selected Module Update Program. (*Update will begin*)
6. LMSC on NEXT on First Screen.
7. LMSC on YES on Second Screen.
8. Call HCSS for PASSWORD.
9. Enter PASSWORD Code from HCSS, “ XXXX “, than LMSC on NEXT.
10. At “Choose Destination Location” Screen,
Verify Location where HCSS Application is to be installed.
11. If Value Specified is “ T:\CASI “, Go to Step 18.
12. LMSC on BROWSE Button.
13. LMSC in “ PATH “ Value Box.
14. Replace all with “ T:\CASI “
15. Value should read “ T:\CASI “
16. LMSC on “ OK “ Button.
17. Required Value Should Be in Destination Folder, “ T:\CASI “.
18. LMSC on NEXT. (Update Process will Begin).
19. At Completion, LMSC on FINISH Button.

20. *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.