Installing your Visual Anthology software

Installing Visual Anthology is simple process that may be done by you using this document. Before we begin there are few things to consider before you upgrade.

Getting the installation password

1. Please contact our offices for the password associated with your version.

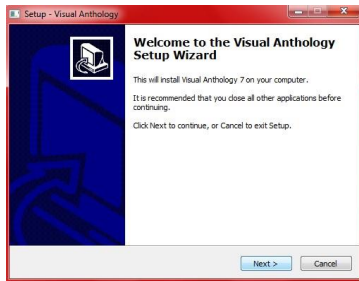## Before you begin your installation

1. You should close all other programs on the computer (server) you are installing to.
2. We also recommend that prior to running the installation you reboot the computer (turn off for about 30 seconds and turn back on). You should be sure you know any passwords necessary to log back in before you do.

Running the install program

1. Locate the Installation file on the CD you received from Anthology. The file will name Anthology[version number] for example - "Anthology7.4.164.0.exe"
2. Double click the file to start the process
   a. You may see this screen – Choose Run

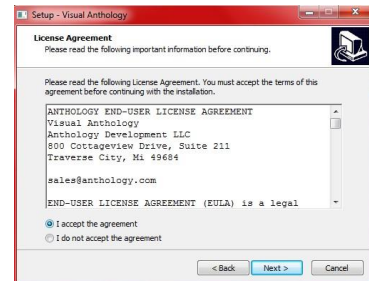   b. Follow the on screen prompts shown below:

1.

2.

3.

Welcome Screen → Choose Next

Choose Server/Stand Alone to do the server – you'll choose Workstation when you are installing to your workstations later → Choose Next
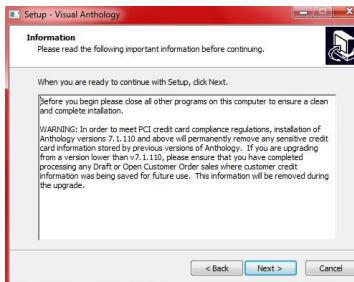
Agreement page. You should read this and accept. The program will not install unless you accept the terms and conditions → Choose Next
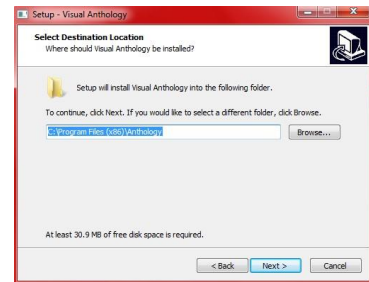

4.

5.

6.

Enter the password from the text above. → Choose Next

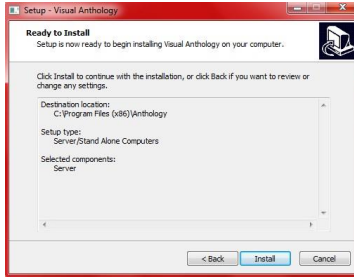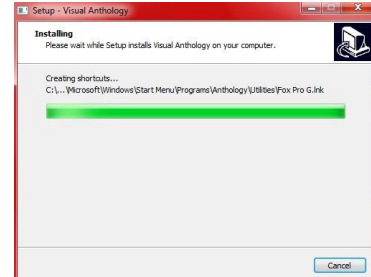This is the PCI compliance statement and you should read this – Choose Next

This is the path where Visual Anthology will be installed. Typically this will be **C:\Program Files (x86)**

7.

thology for 64 bit systems and
C:\Program Files\Anthology for 32
bit systems. → Choose Next

8.   9.

We recommend you choose to
create at least the desktop icon →
Choose Next

\
A
n

This is the summary page telling you This is the progress bar – it closes
what is about to happen – Choose when it's finished → Choose Next Next

10.

Now you should locate the Visual   If you have any workstations you'll
Anthology icon and run it. This will   need to run the install on those
at complete the installation.   this time.

There will be a screen before this one
with some basic information → Choose
Finish

Installing on the workstations

1. Go to each workstation and locate the installation file on the CD you received from
    Anthology.
          a. Double click the file to start the installation
                    *i. Follow the same basic steps above except in screen number 2 choose
                       "Work Station"* ii.
                    It skips Step 4 and 6
2. You do not have to start and run Visual Anthology to finish the workstation installation.