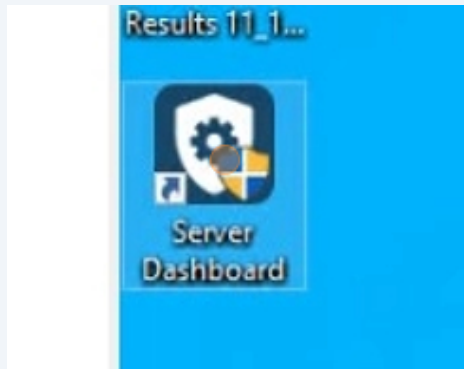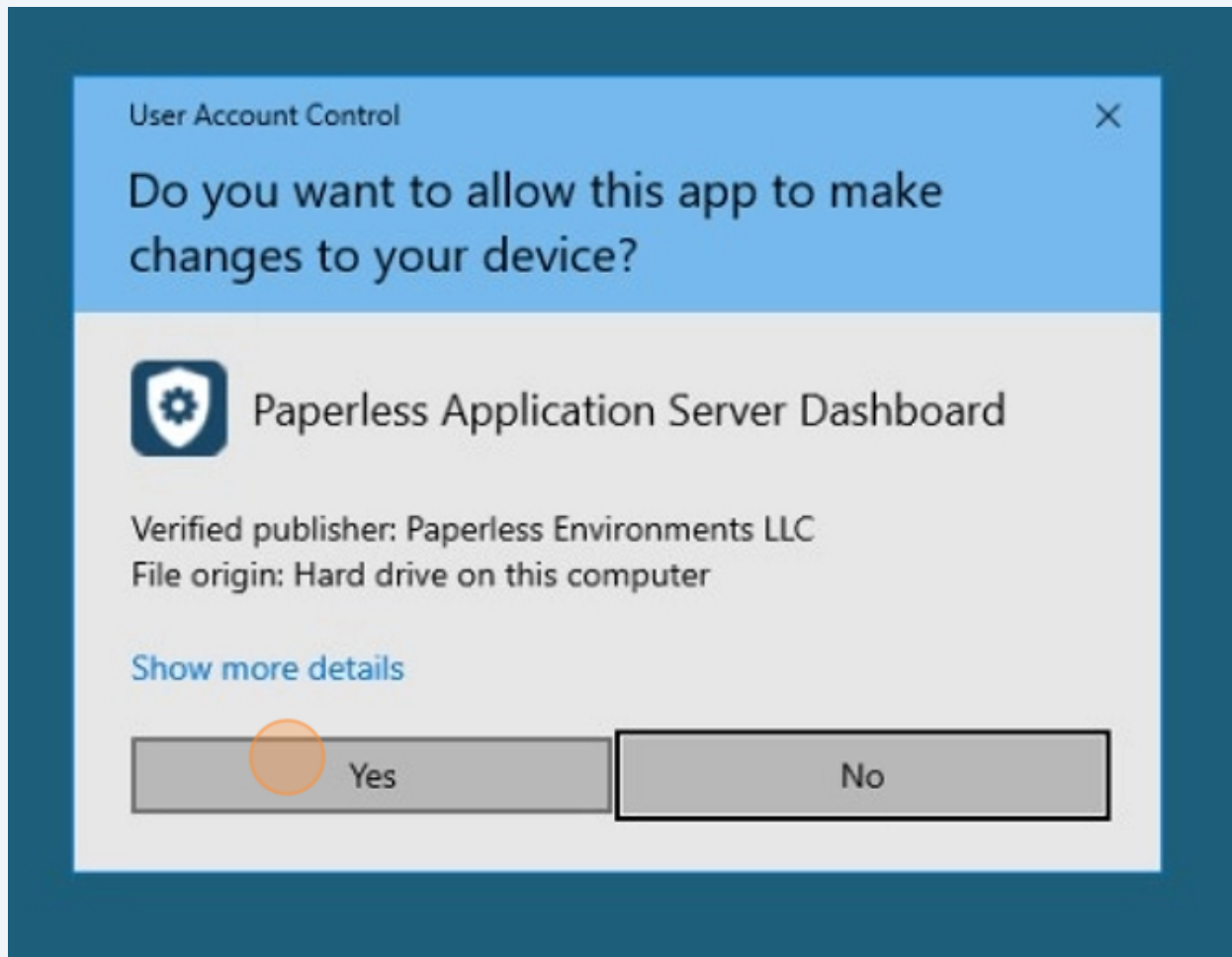# How to update pVault/SPC Desktop to the latest version

1   Double-click to launch the Server Dashboard
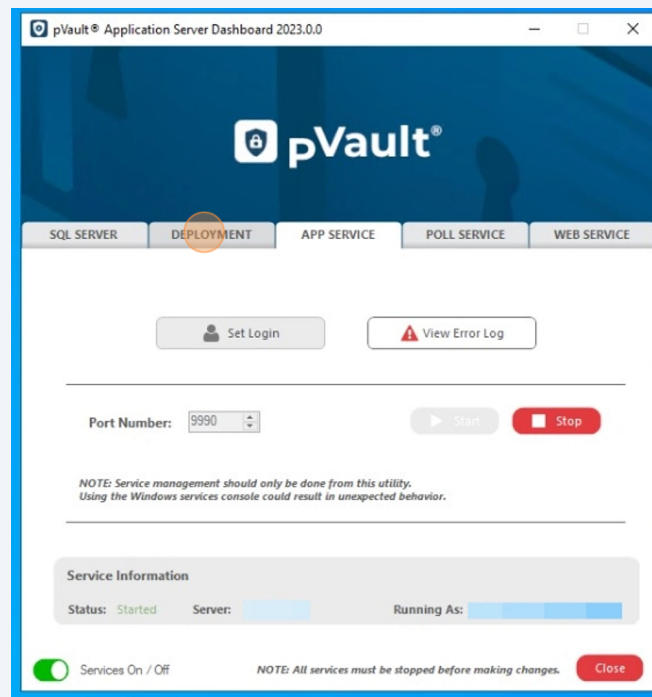
2   If User Account Control prompts you, Click "Yes"

User Account Control   ✕

Do you want to allow this app to make changes to your device?

Paperless Application Server Dashboard

Verified publisher: Paperless Environments LLC
File origin: Hard drive on this computer
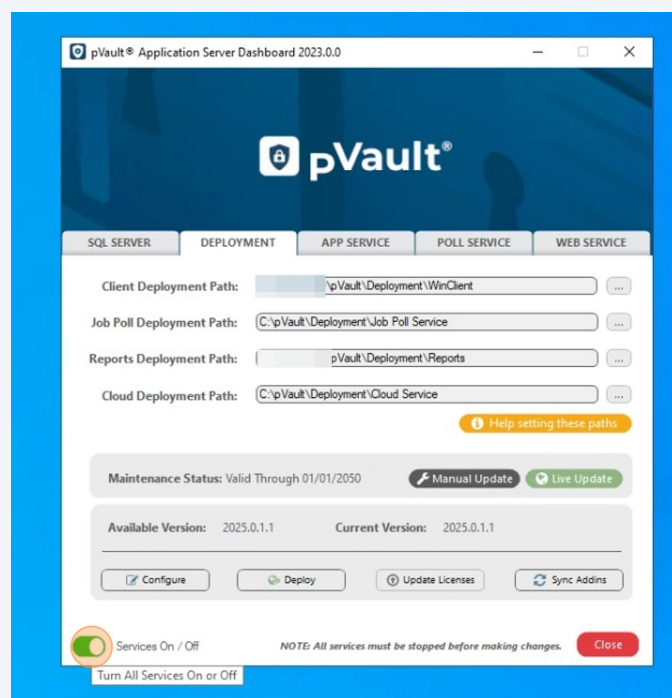
Show more details

Yes   No

3 On the Dashboard window, Click the "Deployment" tab

Sage Paperless Customer will see the Sage Logo and Sage Paperless Dashboard.
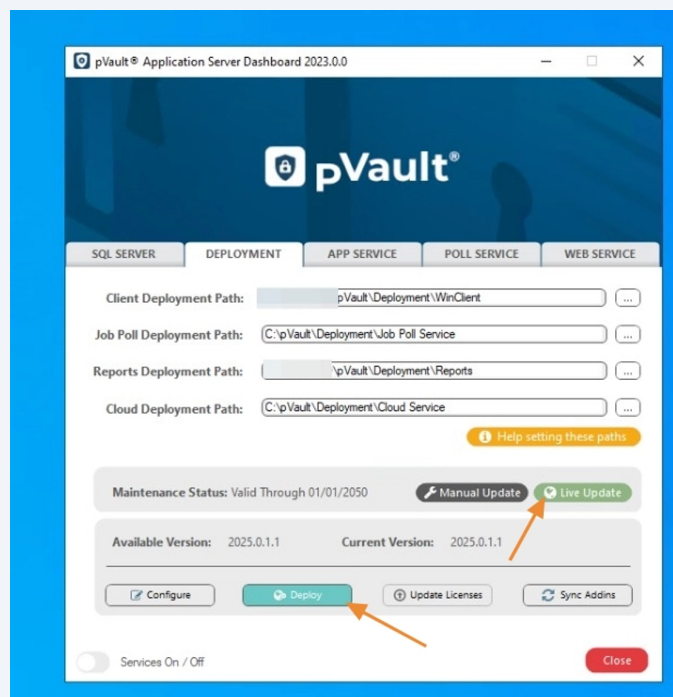

4 Click to turn off the Paperless Services

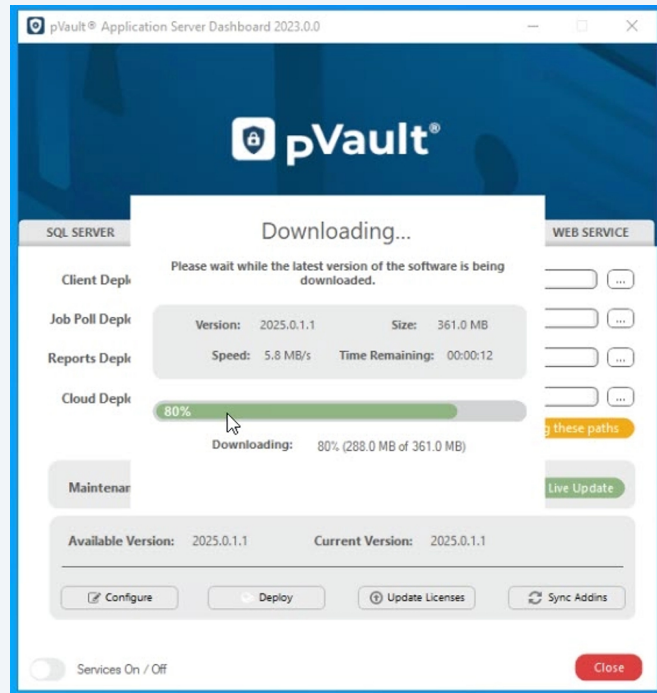**5** Once the services are stopped, Click "OK"

6 Click "Live Update" and then click "Deploy"

7 The system will download the latest update, then unzip the update.

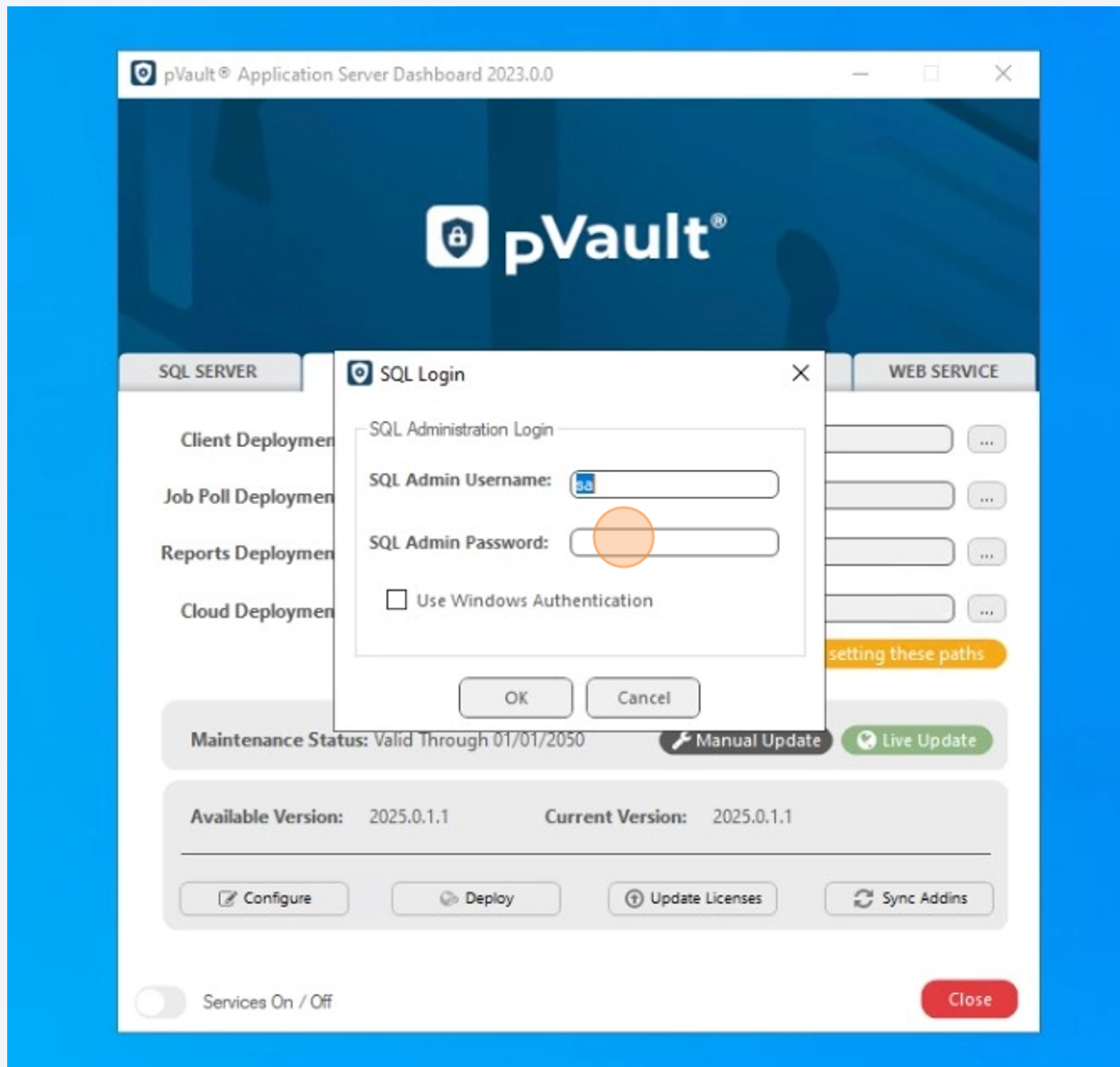The Dashboard may become unresponsive during this time.

8 If prompted to download ClientSetup.exe, click **Yes**. (This usually only happens for major version releases)
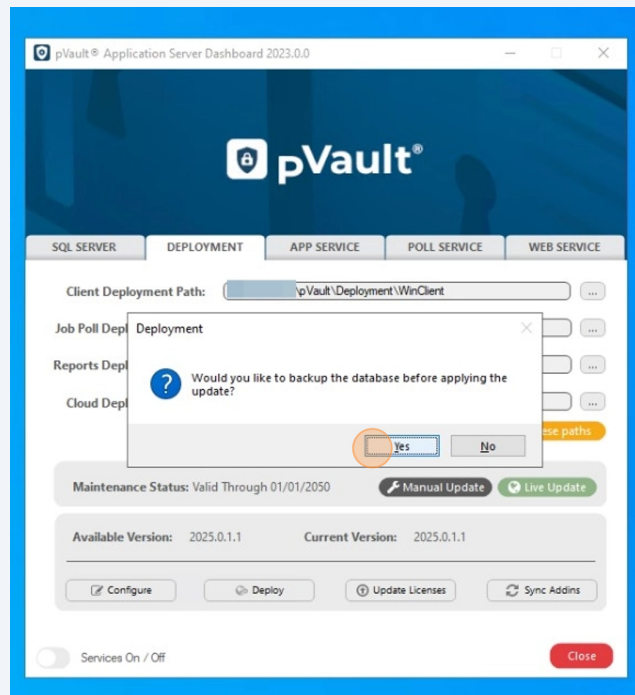
9 Enter your SQL Username and Password and Click "OK" (This account must have SQL SA rights)

If your Windows account has SA rights, you can check the "Use Windows Authentication" box and Click OK
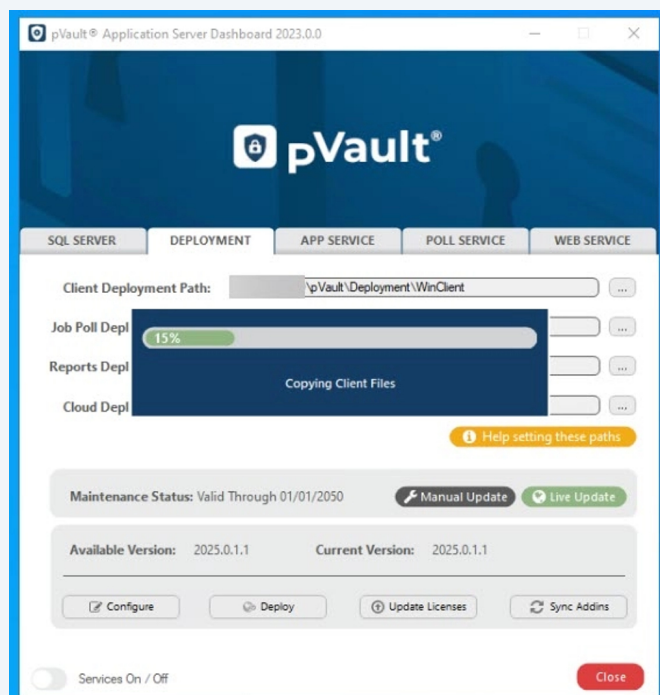
10 Choose if you would like to backup your database. Paperless Support recommends clicking "Yes" unless you know you backup the DB in a different way.
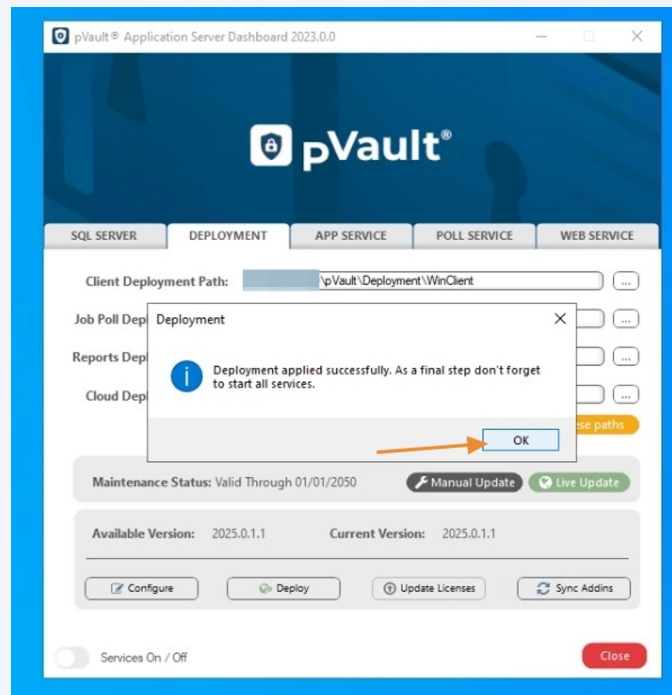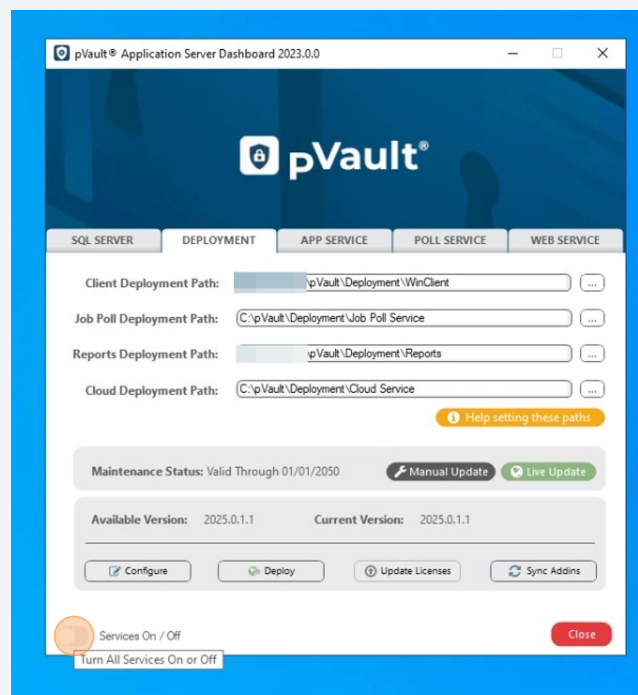

11 The System will run scripts and copy new files. The Dashboard may become unresponsive during this time.

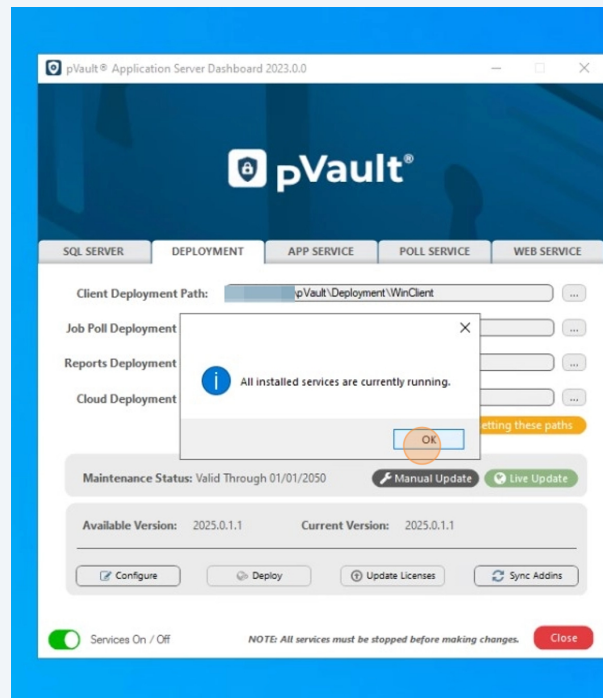**12** Once the update is deployed successfully, Click "OK"

13 Click to Turn the Services Back on. The Dashboard may become unresponsive during this time.
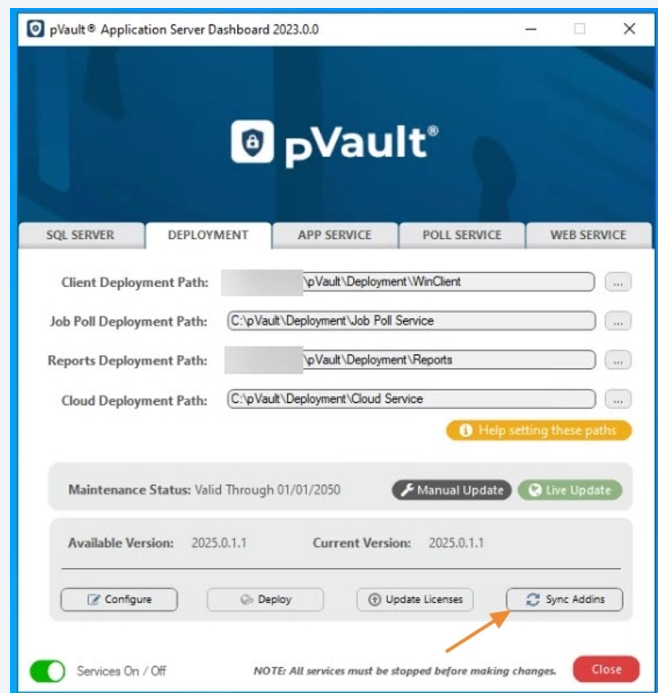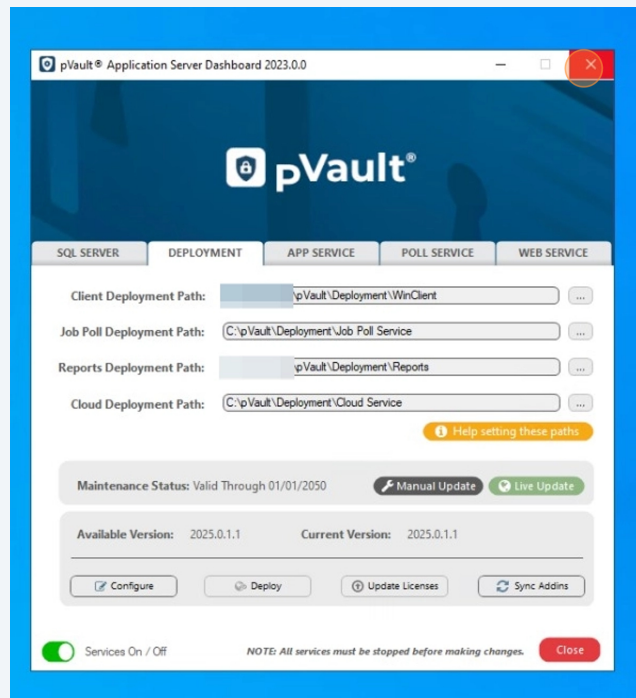
14 Once the services are running, Click "OK"

15 Paperless Environments recommends clicking the Sync Addins button after the update is finished. This will download any new versions of the Add-Ins. This will allow them to be installed from the Add-Ins Tab in the pVault Client if needed.

16 Click Close or X to close the Dashboard. The server update is complete!

17 Launch the client via pvaultupdater.exe on the workstations to automatically update the client.
Note: If you have a Microsoft RDS or Citrix Environment, someone with Admin rights will need to launch the pVaultupdater.exe from that environment to update it before allowing users to log back in.