



DONATION DIRECTOR Version Update

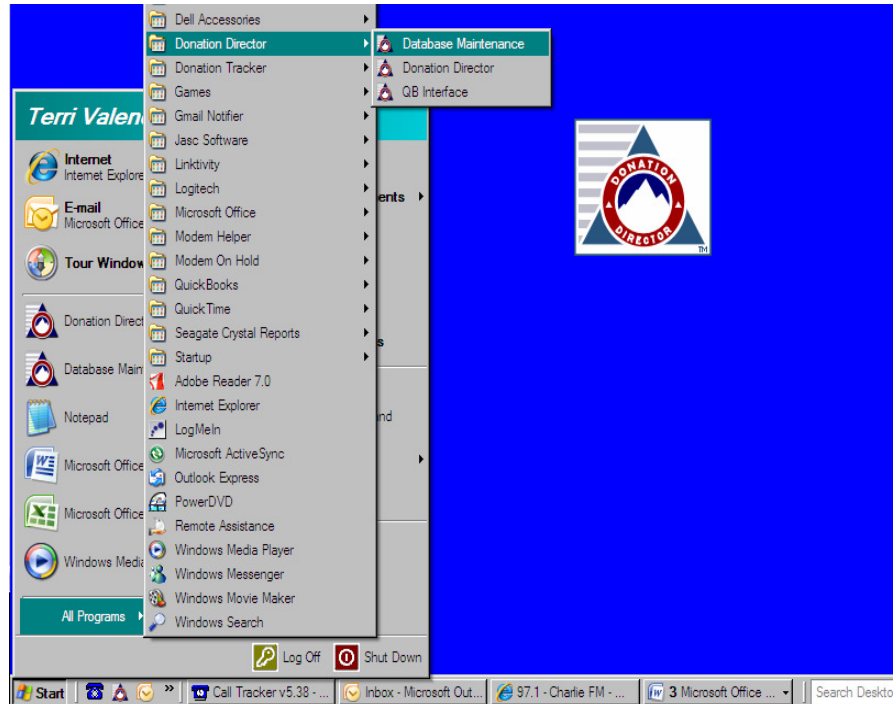
On occasion you may want to go and check to see if there are any updates to Donation Director. We periodically need to fix an issue, or add new features and so updates are created and posted. Some of these fixes may not affect how you use your database but some might, so it's a good idea to go out and check once in awhile.

If you are upgrading from version 2.0.25 or earlier

First make sure everyone is out of Donation Director

If upgrading from 2.0.34 or later (see below page 3)

Open your Start Menu >All Programs>Donation Director> Database Maintenance.

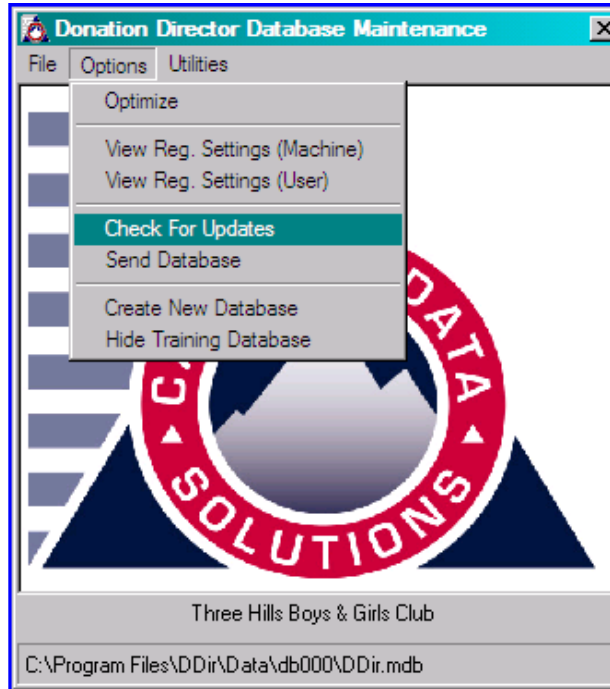


Log into the database



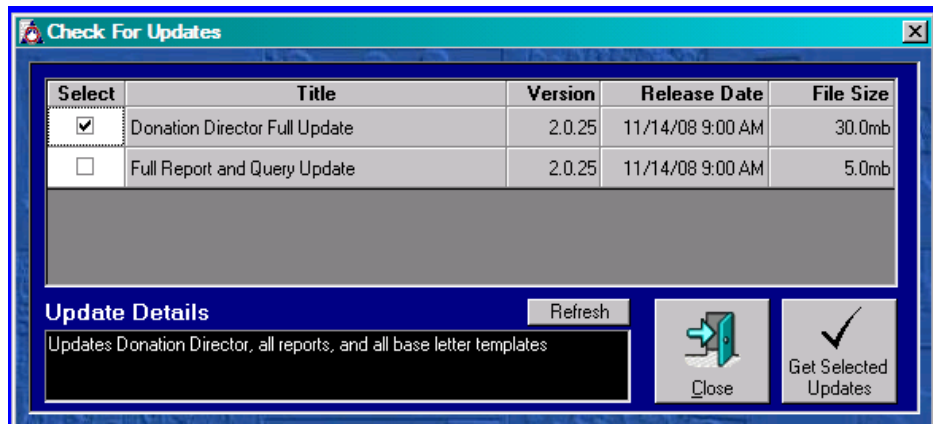


Options>Check for Updates



If there is an update for download click on Full Update and Get Selected Updates

Note: If you get an error message, you probably have a security block on your machine and will have to call software support to manually get the update



When finished it will say Download Complete

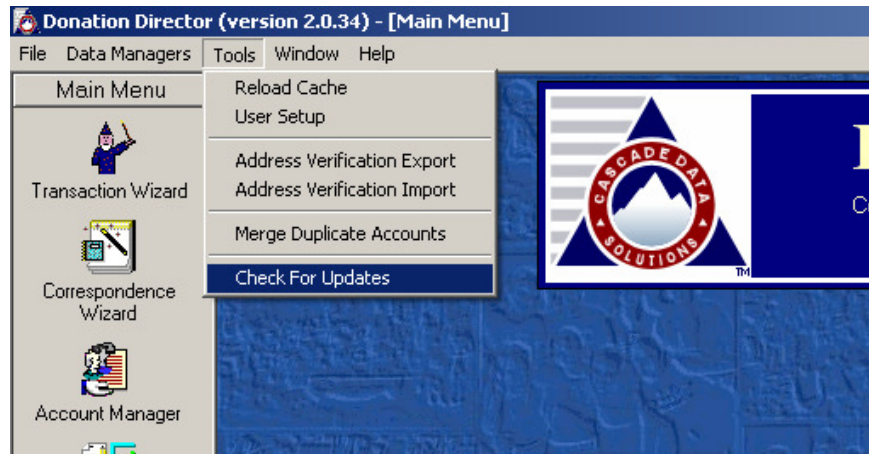
You can now Close and exit out of Database Maintenance

When first enter into Donation Director following the update it will kick off the upgrade to your machine.

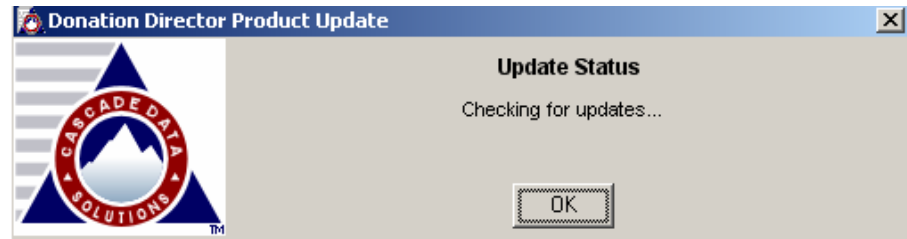


To upgrade version 2.0.34 or later:

While logged into Donation Director go to Tools>Check for Updates



You will then get the message **Update Status Checking for updates....**



If there are available updates it will process with a download and ask you to close and restart

If not you will receive the message **No new updates found**

