



Clintara Desktop Utility Version 1.2.1


Installation Instructions

An important updated version of the Clintara Desktop Utility is now available and should be installed immediately to ensure continued proper operation of your Clintara pen.

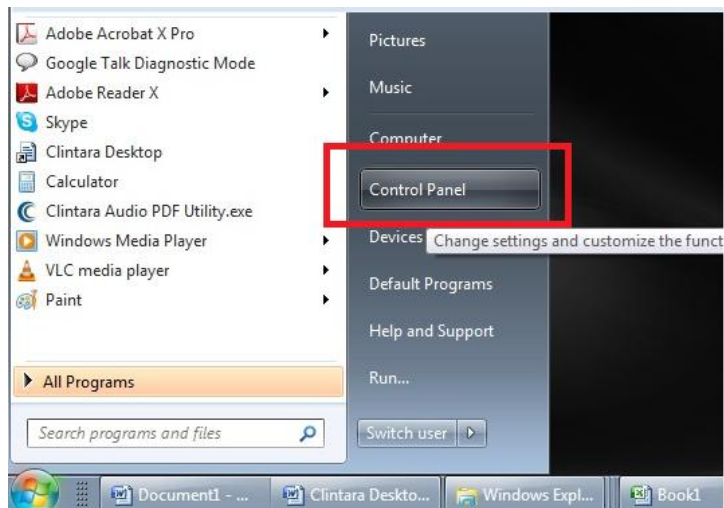
Note that this installation procedure may require you to have administrator privileges for your computer. If (when you try to follow the below installation procedures) you receive a message indicating that you require administrator privileges, please contact an IT support person at your site to have them follow these installation procedures, or to have them give you the appropriate computer administration privileges to allow you to make this important update to your computer. IT management policies vary from site to site, so please be sure that you understand and comply with the IT policies at your site.

In order to ensure proper installation of this update, **it is important that you remove any previous versions** of the Clintara desktop utility which may be present on your computer.

To uninstall previous version(s) of the Clintara desktop utility, please follow these instructions:

-Open the "Start menu" by clicking on the Windows logo  in the bottom left corner of your computer screen

-Click Control Panel



- Once the Control Panel launches, the options will be listed by Category or listed by Icon / program name (depending on how you have configured your computer).

If your options are listed by Icon/program name, you will see an alphabetical list of all of your options. One of these will be called "Programs and Features"

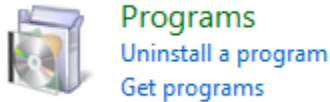


Programs and Features



Please click on this option.

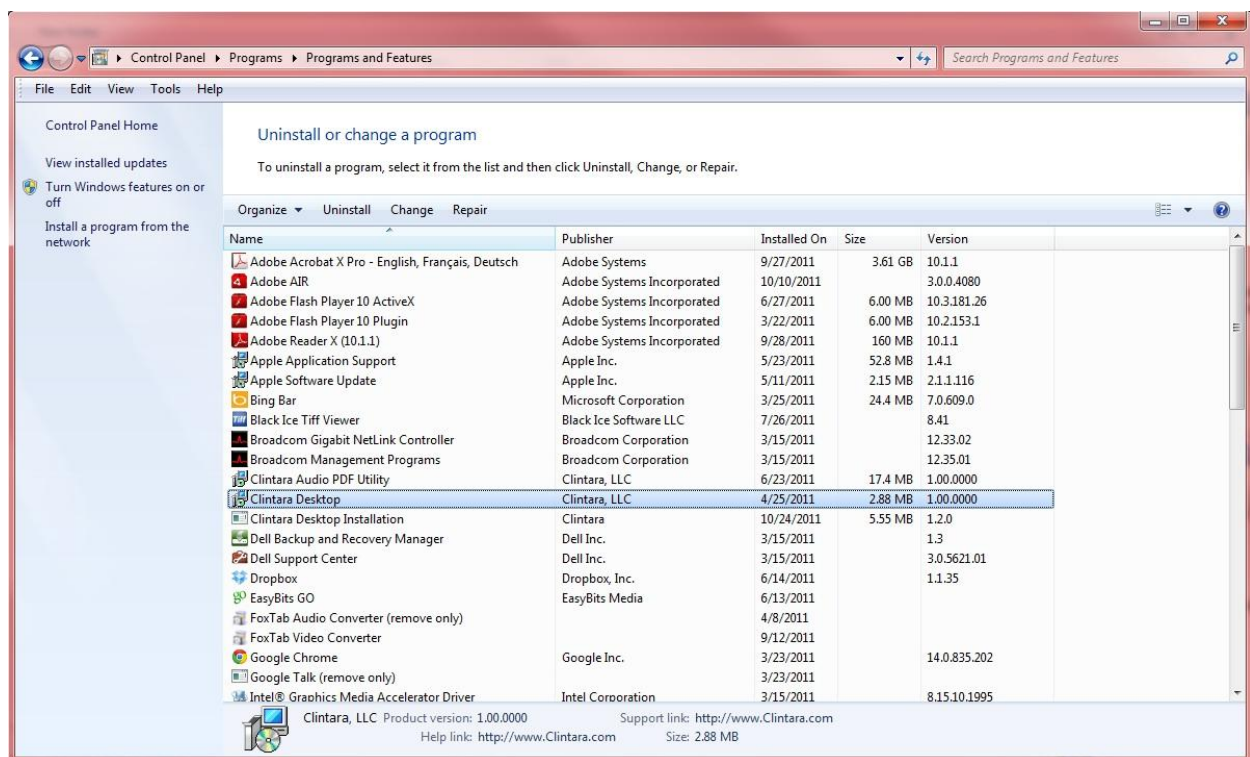
If your options are listed by category, one of the categories will be called "Programs" which will give you an option to "uninstall programs." Click on "uninstall programs"



Whichever of the above navigation paths you take, you will now be presented with a list of all of the programs which are installed on your computer.

Find "Clintara Desktop" (Clicking the "Name" tab will sort these programs in alphabetical order for convenience)

-Right click "Clintara Desktop" and choose "Uninstall".



- Once the uninstall is complete, Clintara Desktop will disappear from this programs list.
- IMPORTANT: If you have multiple versions of the Clintara desktop installed on your computer, the above uninstallation should be performed for each version of the Clintara desktop.

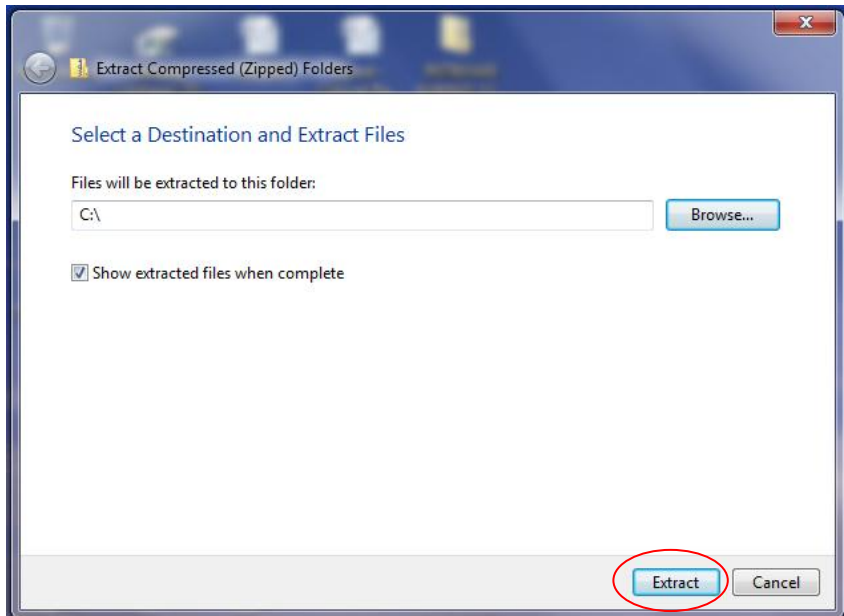
Congratulations! You have successfully removed your previous version(s) of the Clintara Desktop Utility. Now we can proceed with the installation of version 1.2.1 of the Clintara desktop utility.



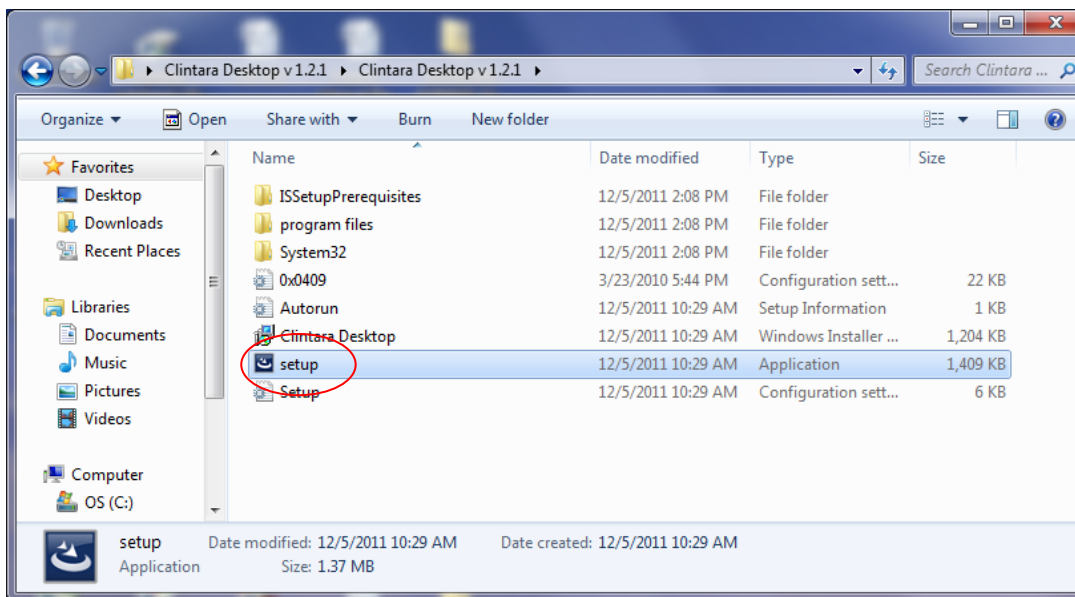
Locate the folder where you downloaded the **ClintaraDesktopUtilityVersion1.2.1.zip** (Most likely, you downloaded this zip file after visiting the diligence website for your study and receiving a message indicating that you needed to download version 1.2.1 of the Clintara desktop utility.)

-Right click ClintaraDesktopUtilityVersion1.2.zip, and select "Extract All"

-In the dialogue box select a destination and extract the files by clicking on "Extract"



-Open the Clintara Desktop folder and double click on "setup"



-Proceed through each step of the installation by selecting "Install", "Next", and "Install" for each dialogue box respectively, accepting the defaults, and "Finish" on the final.



Congratulations! You have successfully installed version 1.2.1 of the Clintara Desktop Utility.

Please note that a new shortcut to easily access the Clintara desktop utility will be created in your desktop.

After completing the installation of the Clintara desktop utility version 1.2.1 **PLEASE restart** your computer.

As always, if you have any questions about the installation or usage of the Clintara Desktop Utility, please feel free to call **the Clintara Help Desk: +1-781-821-6715**

Document Updated December 5, 2011