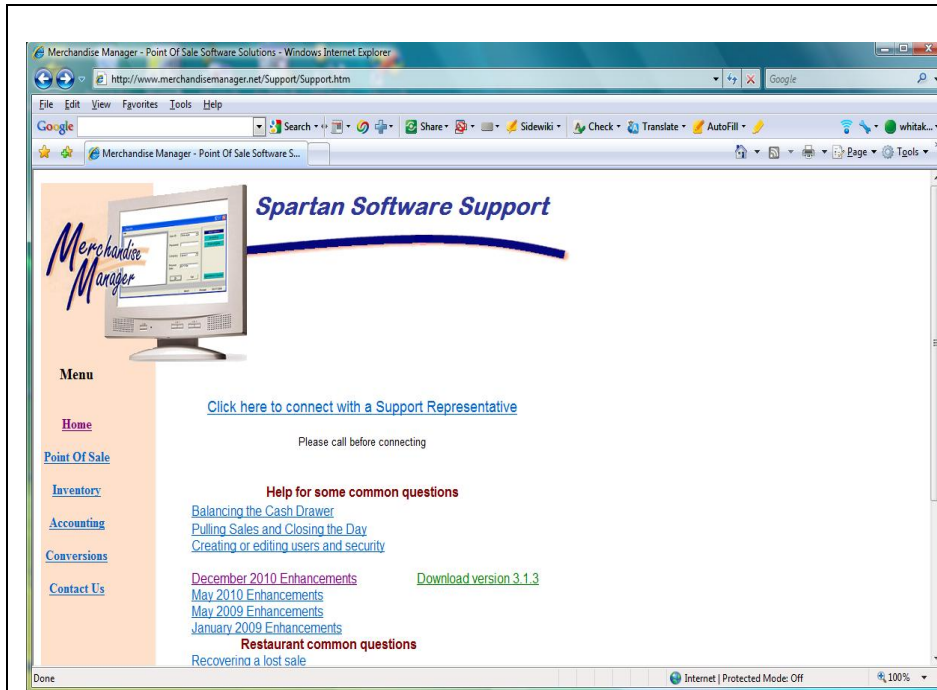


## Merchandise Manager updates

### How to update to the latest release of Merchandise Manager



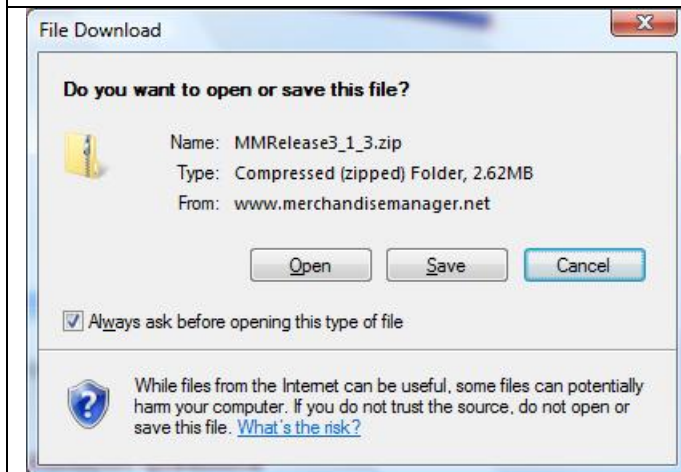
From the web page

[www.merchadisemanager.net](http://www.merchadisemanager.net)

Select Support from the menu on the left.

The screen to the left will display.

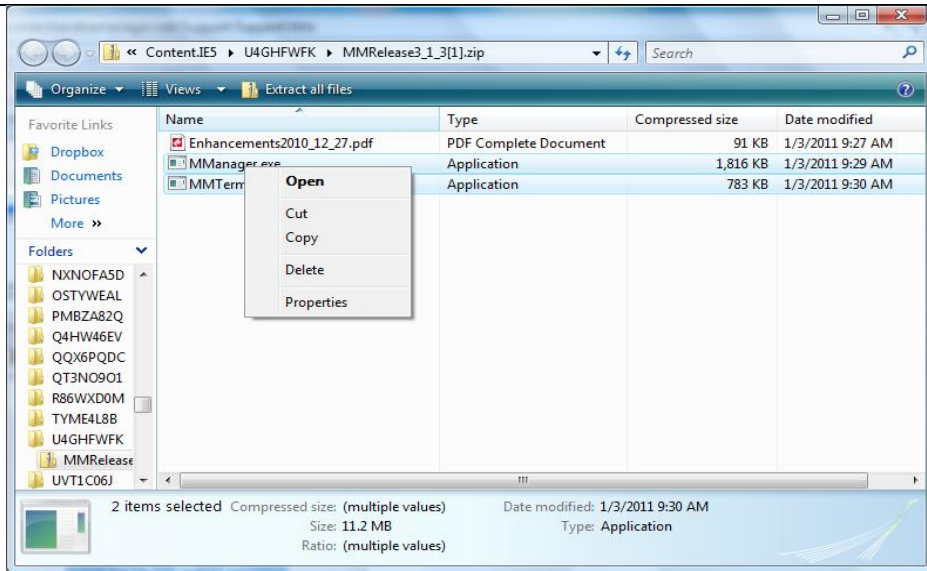
Select the Download Version 3.x.x to download the version you desire.



A window similar to the one on the left will ask if you wish to open or run the update.

Select Open.

The updates are actually compressed files (zip files) that will be copied over your current version.

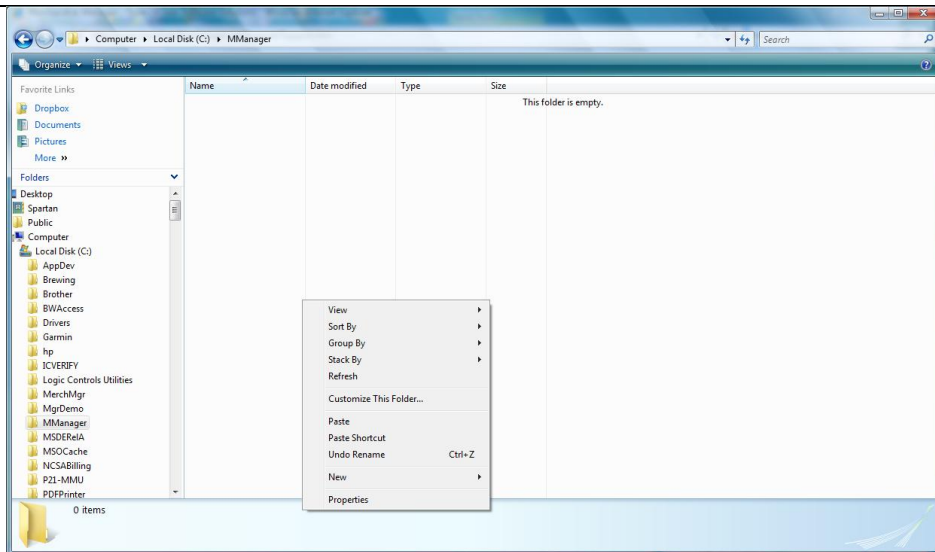


The screen will display a list of all the updated files that need loaded.

The pdf file is just another copy of the enhancements and does not need to be loaded.

Hi-Lite all the files, right click and select copy.

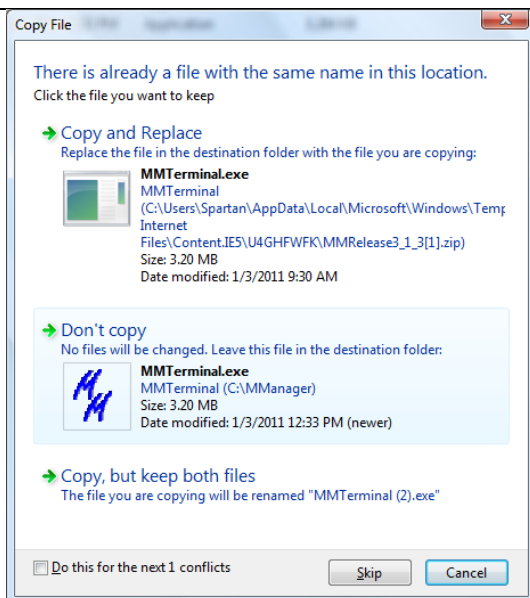
This is just like copying and pasting files.



The files will be copied to the folder where your current Merchandise Manager resides. This can be in the Program Files folder or a folder off the root of the C: drive.

If the software is running on a network, there will probably be a network drive mapped to the location.

Most folders are labeled MManager or MManager40. Yours may be different. Find the folder, right click and select paste to copy the files to the folder.



You will be asked to overwrite the existing files. Answer yes.

To be safe, you may want to rename those files first before copying and pasting the updated files.

If the software for each register is running independently on each machine, you may need to copy some files to the folders on each of those computers.

Paste the same files to each register.