



Welcome to the latest version of Collections MOSAiC.

Collections MOSAiC has been designed in such a way that improvements to the system and resolution of problems can be applied to your system with the minimum of effort and disruption, only requiring a small amount of technical expertise. You do not need to be an IT "expert".

The update process is cumulative. You do not need to apply every update that you receive. If you receive an update and you have not yet got around to applying the previous update, ignore that previous update. Just apply the latest update (the one with the highest number) and you're done. However, we do recommend applying each update as soon as you can, as it could include a fix to a problem you are having or even avoid you ever getting the problem.

To apply the update;

A Update the program;

- save the 1st update file (Mosaic11.61_UpdateClient.zip) in the Mosaic11 folder (C:\ISTechnology\Mosaic11) on <u>every</u> computer where you run MOSAiC.
- 2. Right-click on the saved zip file & choose "Extract Here" (or it may be worded "Extract All")
- Check the name of the destination folder it is proposing to unzip into. If it is
 C:\ISTechnology\Mosaic11\Mosaic11.61_UpdateClient, then remove the
 final part of the destination, so that it only says C:\ISTechnology\Mosaic11.
- 4. Click on the button to go ahead and do the unzipping.
- 5. You **should** be asked to confirm that you wish to **replace** the existing files.
 - a. Choose "Yes" or click on the "Replace" wording.

If you have questions at all, please email or call IST for assistance.

Email: <u>Support@ISTechnology.com.au</u>

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