

- Installation Procedure for Single Users

The REA 8 update can update any of the following versions of REA:

- Ø All 4.x versions.
- Ø All 5.x versions.
- Ø All 6.x versions.
- Ø All 2000.x versions.
- Ø All 2001.x versions.

This update will convert any the versions of REA listed above to REA 8. Any data in these programs listed above will be in REA 8. The REA 8 CD can also be used to install a new program. To proceed with the update process make sure you have made a backup and turn off any other programs that may be running on your PC (Especially anti-virus programs) and follow these steps;

Make Sure you back up your data before updating any program!

- 1) Place the REA 8 CD in the CD-ROM drive.
- 2) The Installation menu for REA 8 should appear. Continue to step 4 below if the install menu appears. If this screen does not appear, please go to step 3 to continue.
- 3) If you did not get the installation menu from the REA 8 CD, go to the Start button and choose [RUN]. In the Run window click on the [BROWSE] button. In the Browse window, choose to browse your CD-ROM drive. Locate the file named AUTORUN.EXE file and double click. This will bring you back to the Run window. Click [OK] to start the installation.
- 4) The Welcome to REA 8 Setup screen will appear, click on the option [Install Products].
- 5) From the Install Products window, select the option [REA For Windows].
- 6) The installation will now begin. You will be welcomed. Click [Next] to continue.
- 7) The License Agreement screen will appear, read the information and if accepted click on [YES].
- 8) At the User Information screen fill out both the Name and Company fields and then click on the [NEXT] option. This will not effect your existing user information.
- 9) When installing a new program of REA 8 , the Choose Folder for Single User Install screen will appear. The default directory is C:\PROGRAM FILES\REAWIN. If updating to REA 8 and you have used the defaults when installing REA in the past, REA will detect that you already have an older version of REA installed and select this directory to update. Once completed click on the [NEXT] option.

10) If this is a new installation, the Setup Type screen appears. The installation program will ask you for the Type of installation. Select the Setup Type (Most likely Typical) and click on the [NEXT] option.

11) If this is a new installation, the Select Program Folder window will appear. You have to choose which program folder to have the REA icons install to. Most likely you would accept the defaults by clicking on the [NEXT] option.

12) The Setup Status screen will appear and REA files will move from the REA 8 CD to the Hard Drive.

12) The Finish Installing REA screen will appear, click on the [FINISH] option.

13) After the installation, you will have an option to review the README File. Either check [YES] to read the README file or check the [NO] option.

14) You are now ready to run REA 8 program. You can either click on the [START] button and select REA 8 or you can click on the newly created REA 8 shortcut on your Windows desktop.