WORKSTATION UPGRADE

Before you begin, ensure that:

- The workstation meets the hardware and software requirements detailed in the [Amicus Attorney System Requirements](#) our website.
- The workstation and Amicus Server are in the same domain or workgroup, and the workstation has access to the Amicus Server.
- All folders in Windows Explorer are set to show file extensions. (This is necessary for the later installation of the Amicus Tasks or Merge Toolbars.)

If currently at a shared computer or in a terminal server environment: It is only necessary for a single user to upgrade one Amicus Workstation as described below. (This will automatically upgrade Amicus for all users on that computer or on all terminal server workstations.)

How to upgrade an existing Amicus Attorney Workstation

1 Log onto the workstation as a user with Windows "Administrators" or "Power Users" Group rights.

2 Log in to Amicus. A prompt to upgrade the workstation appears. Click OK.

3 Your existing installation of the Workstation will be detected. Click Next and follow the onscreen instructions.

4 *If a message appears saying that specific version(s) of Microsoft .NET Framework must be installed or enabled in order to support basic Amicus functionality*, complete the following before proceeding:

- Your Windows operating system might already include the required version(s). Simply enable them as follows:
  a Go to Windows **Control Panel > Programs and Features**.
  b Choose "Turn Windows features on or off" in the left panel.
  c Select the Microsoft .NET Framework checkbox and click *OK*.
- Otherwise, download the missing one(s) from the Microsoft Download Center and install them.

Then restart the upgrade of the Workstation at step 1.

5 When the upgrade process has completed, log in to Amicus at the workstation.

6 A second prompt might appear, saying that a Workstation update is available and asking whether to apply it now. Click OK. If additional prompts appear, click Run. Wait for the update process to complete.

7 *If upgrading a Workstation that had the Amicus Tasks Toolbar installed in Adobe Reader or Acrobat, or WordPerfect X5 or later,* the Amicus Toolbar might need to be reinstalled in those applications. This is done from your Amicus Preferences: Document Assembly (Step 3). For instructions, see the online Help topic "Setting Up Your Office".

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