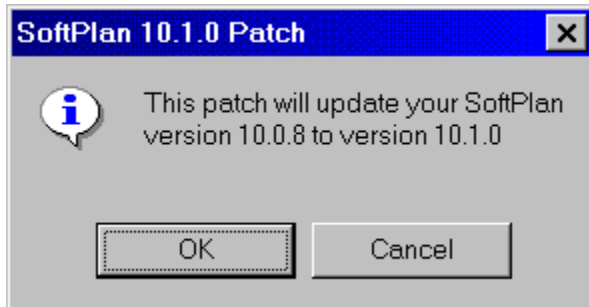


## How do I apply the patch files?

The instructions shown here are only for version **10.1.1 and earlier** patches.

1. Once the patch file has been saved to your hard disk, use Windows Explorer (Start > Programs > Windows Explorer) to browse to the directory where the patch file was saved. **If SoftPlan is running, you must exit the program before proceeding.** Right click on the patch file icon and select **Open**. This will start the patch process.

2. Click **OK** on the patch welcome screen after checking that this is the appropriate patch file.



3. Locate the folder for the SoftPlan program you wish to patch. The dialog defaults to *C:\SoftPlan10*. If this is where your SoftPlan program is located, click **Open**. If not, use the *Look in:* drop down list (click on the down arrow) to browse to your SoftPlan folder. Once you have located the correct folder, click **Open**.



4. Confirm the Location of your SoftPlan folder by clicking **Yes** on the *Confirm SoftPlan Patch* dialog.



5. The patching process begins.



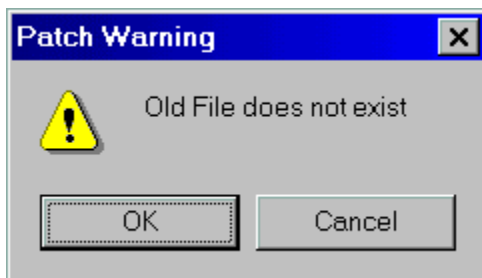
**IMPORTANT:** If during the patch process the "Old File not Found" Patch warning is displayed, it usually indicates that the file in your SoftPlan directory is already at the current version and does not need to be patched. This is not a fatal error. Click **OK** to continue.



The warning will also be shown if you attempt to apply a non consecutive patch (i.e. applying the 10.1.0 patch to a version 10.0.6 installation). See [Which Patches do I need?](#)

Clicking *Cancel* on this warning will cause the patch to abort, and **no files will be updated**.

**IMPORTANT:** As well, If during the patch process the "Old File does not exist" patch warning is displayed, it indicates that the patch program was unable to find a file. This can occur in some situations, depending on which program modules have been installed. For example, if you have not purchased the SoftList or SoftTalk modules, the patch will not be able to locate their program files and will display this warning. This is not a fatal error. Click **OK** to continue.



Clicking *Cancel* on this warning will cause the patch to abort, and **no files will be updated**.

6. Once the patch has been applied, click **OK** to end the patch program.



7. Close all open programs and reboot your computer.

### Once the patch has been applied

8. View the WHATSNEW.TXT file (Right Click on its icon and choose **Open**) in the SoftPlan directory for information about new features included in the patch file.

9. Start SoftPlan and check the version number on the *About SoftPlan* dialog. It should match that of the SoftPlan patch which was applied.



### Applying multiple patches

If you are applying more than one patch file you must **reboot your computer and start SoftPlan** after each patch has been applied. In other words, apply the first patch, reboot your computer, start SoftPlan and check the version number, close SoftPlan and then apply the next patch. Failure to do so may result in the patches not being properly applied.