

# LUCIS Software

## Instructions for Installing the Version 3.3.9 Update

*Use this installer to update from version 3.3.x.*

- Download the “Update to Version 3.3.9 (for existing users)” from the “Downloads” section of the LUCIS Software website at <http://elucis.org> and save the LUCIS\_3-3-9\_update.exe to your desktop or other suitable location.
- **Standalone User**
  - Exit LUCIS Software if it is active.
  - Backup all files in your LUCIS folder (usually C:\LUCIS)
  - Run the installation file you just downloaded (double click the icon).
  - Click <Next> on the welcome screen.
  - Verify the Destination Folder (usually C:\LUCIS) then Click <Install>.
  - Click <Finished> when done.
- **Network Server** (perform once to upgrade your network server)
  - Have all users exit LUCIS Software.
  - Backup all files in your LUCIS folder (usually L:\ )
  - Run the installation file you just downloaded (double click the icon).
  - Click <Next> on the welcome screen.
  - *Change the Destination Folder* to your LUCIS base folder (usually L:\ ) then Click <Install>.
  - Click <Finished> when done.
- **Network Workstation**
  - No action necessary for workstations.
- A release notice highlighting changes included in this update is available in the Resources section of our website or by following this [link](#).
- If you need assistance, please feel free to call us at (269) 473-8210 or send an email to [lucis@lakeunion.org](mailto:lucis@lakeunion.org).