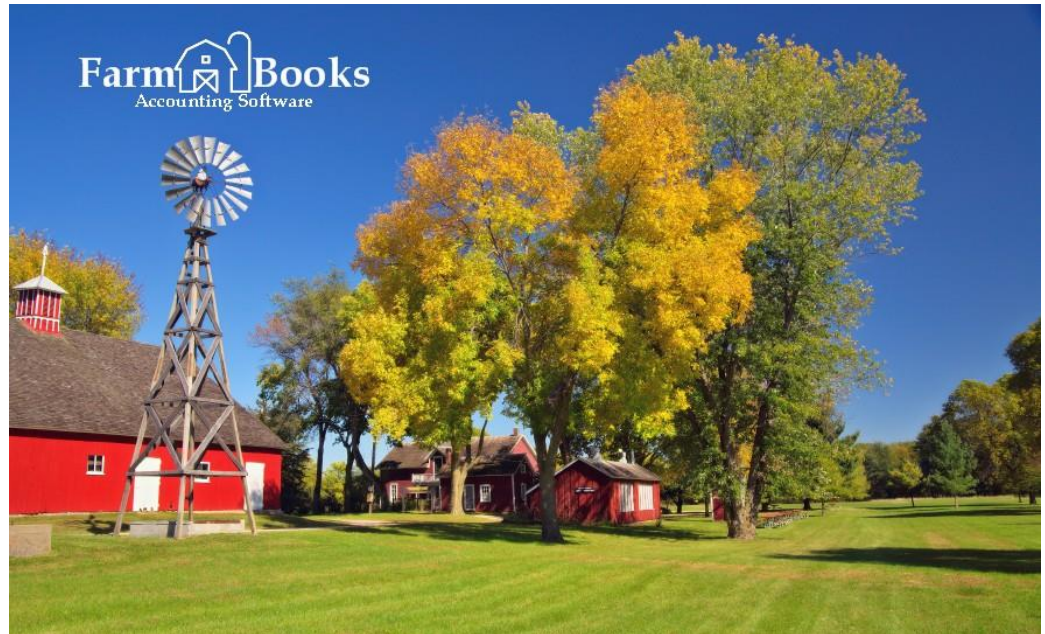


FARMBOOKS ACCOUNTING

FARMBOOKS USER UPGRADE



Version 4.06.x

Installation & Quick Start Guide

Product Release Information

Product: FarmBooks Accounting Software

Release Number: 4.06.x

Release Date: 12/01/2017

Customer Support: Sanders Software Consulting
Phone: (785) 865-5111
Email: support@sanderssoftware.com
Web: www.sanderssoftware.com/programs-farmbooks.htm

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FarmBooks Accounting

VERSION 4.06.X

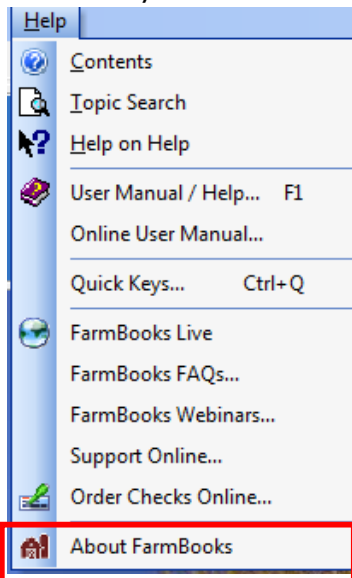
INTRODUCTION

This article is for FarmBooks users wishing to upgrade their copy of FarmBooks to the latest version.

UPGRADE STEPS

BEFORE STARTING THE UPGRADE – CHECK YOUR APPLICATION VERSION

Determine your current version of FarmBooks by clicking on the menu **Help: About FarmBooks**.



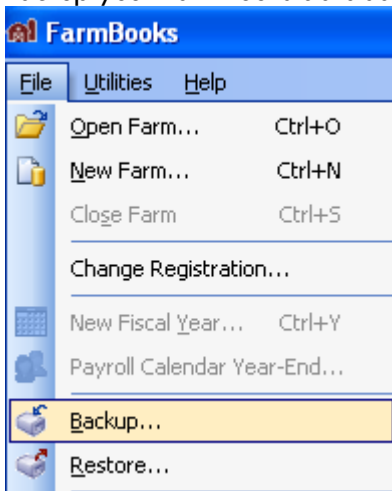
The version will be displayed above the copyright message as shown below.



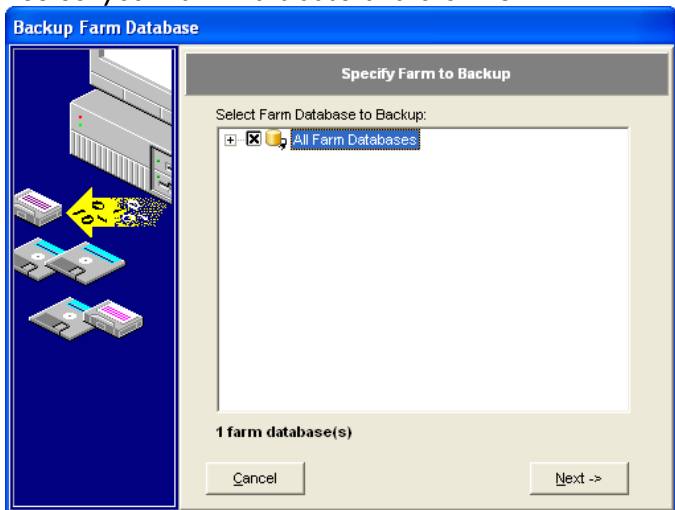
If your version is below 4.0.0.0 you will have some additional installation steps you will need to complete.

STEP 1 - BACKUP YOUR FARMBOOKS DATABASE

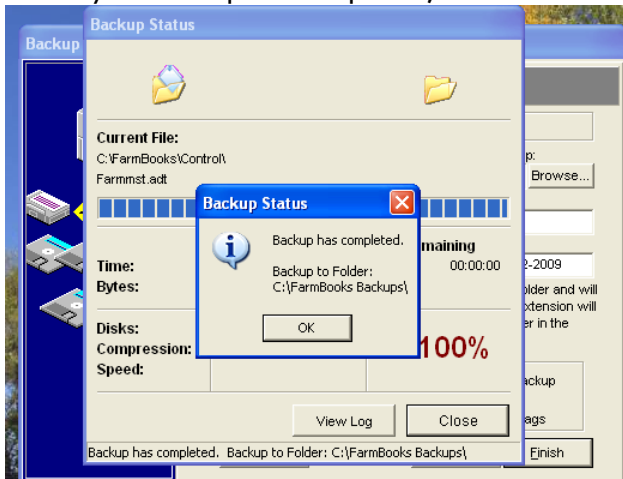
1. Backup your FarmBooks database by clicking on **File: Backup**.



2. Select your Farm Database and click **Next**.



3. After your backup has completed, click **OK** and then close out of FarmBooks.



STEP 2: UPGRADE TO FARMBOOKS V4.06.X

1. Go to <https://sanderssoftware.leapfile.net>.
2. The Sanders Software Secure File Exchange page will load.



Secure File Exchange

Welcome to the Sanders Software Consulting Secure File Exchange. You can use this service to send us files or to receive files from us. All transfers are confidential and SSL encrypted.

Secure Upload

Send files to Sanders Software Consulting.

Secure Download

Download files sent to you by Sanders Software Consulting. Please have your download tracking code ready.

File Portal

Browse and download files. A guest account is required.

3. Click on the **File Portal** link.



Secure File Exchange

Welcome to the Sanders Software Consulting Secure File Exchange. You can use this service to send us files or to receive files from us. All transfers are confidential and SSL encrypted.

Secure Upload

Send files to Sanders Software Consulting.

Secure Download

Download files sent to you by Sanders Software Consulting. Please have your download tracking code ready.

File Portal ←

Browse and download files. A guest account is required.

4. Enter your Login ID and Password and click the Login button.

Note: If you do not know your ID and Password please contact FarmBooks Support at 785-865-5111.



File Portal

Please login

Login ID
XXXX

Password

Login

[Forgot your password?](#)

Unauthorized access is prohibited

5. You will then be taken to the File Portal page. Click on the **FarmBooks Download** link.



File Portal [Log Out](#)

Your Portals /

Name	Description
Farmbooks Download	Farmbooks Download

Tools

[Search](#)

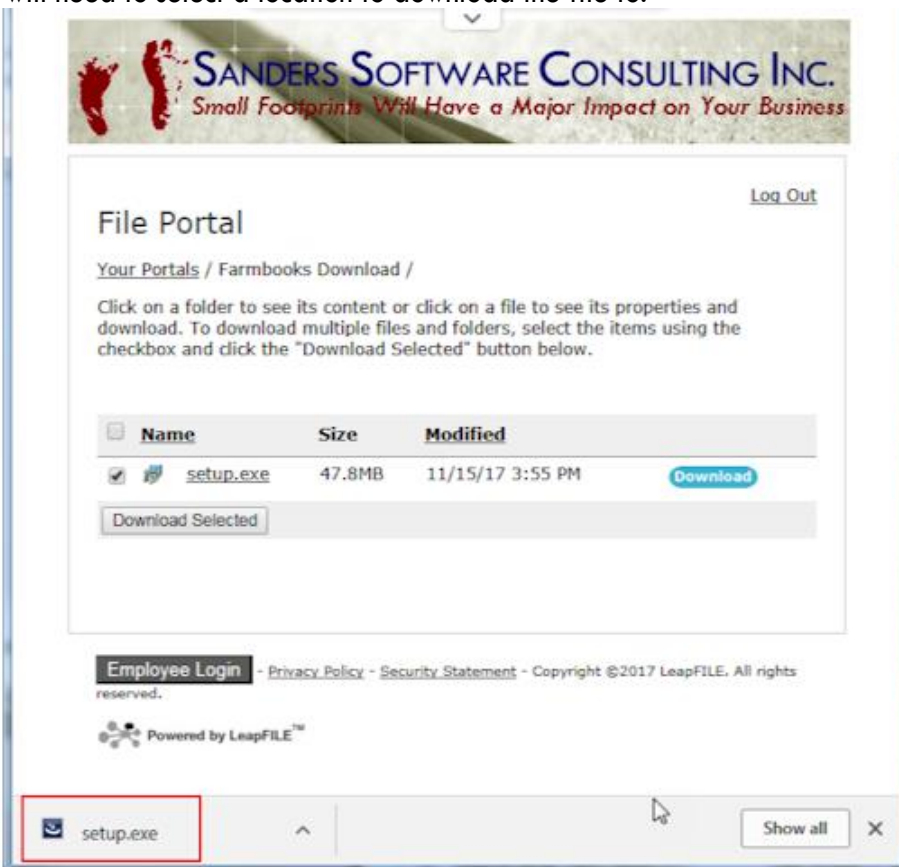
[Send files](#)

[Inbox](#)

- On the FarmBooks Download page, click on the **checkbox next to setup.exe** and then click the **Download Selected** button.



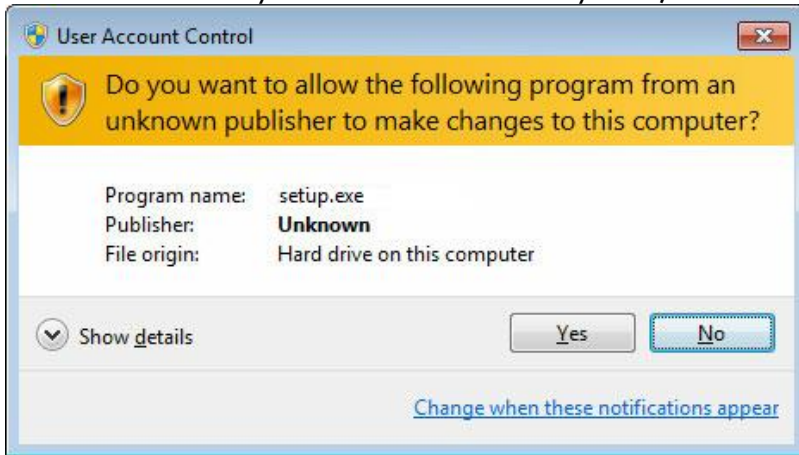
- Depending on your browser, the setup.exe will either automatically start to download to your computer or you will need to select a location to download the file to.



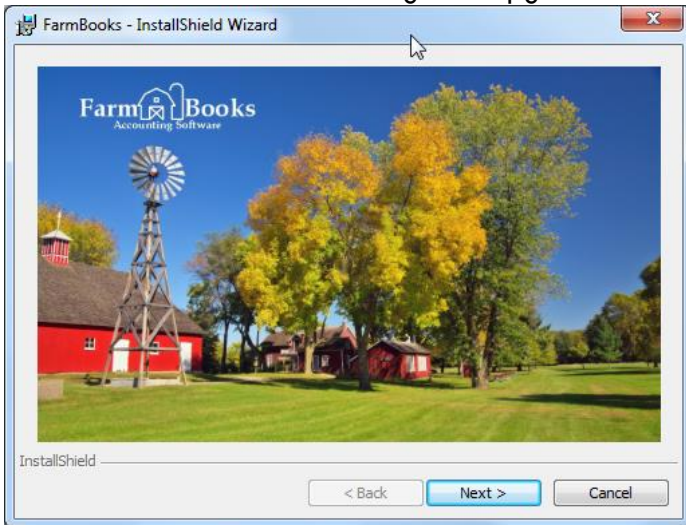
8. Locate the downloaded setup.exe file on your computer and double-click it to run.



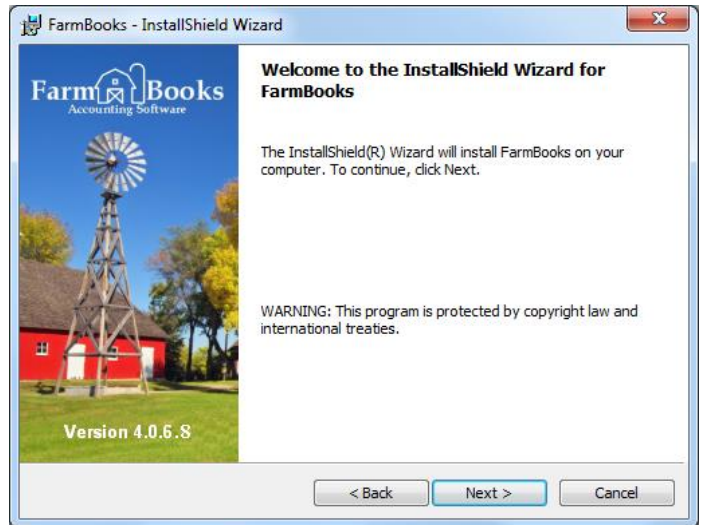
8a. Windows users may see the screen below. If you do, click the Yes button to continue.



9. Click on the **Next** button to begin the upgrade.



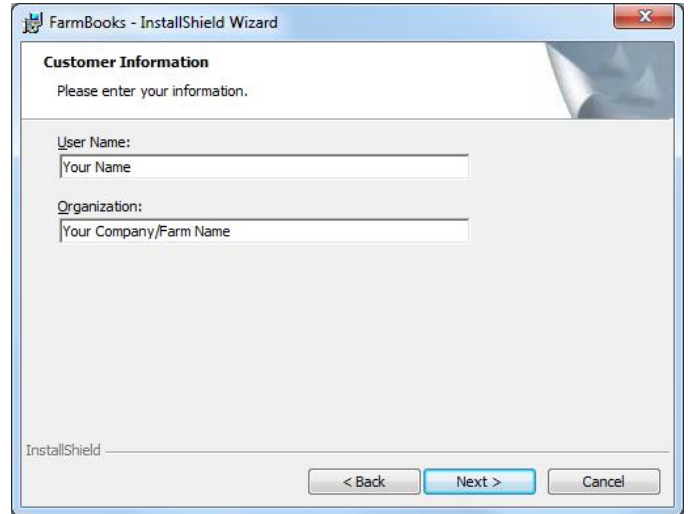
10. Click on the **Next** button to continue.



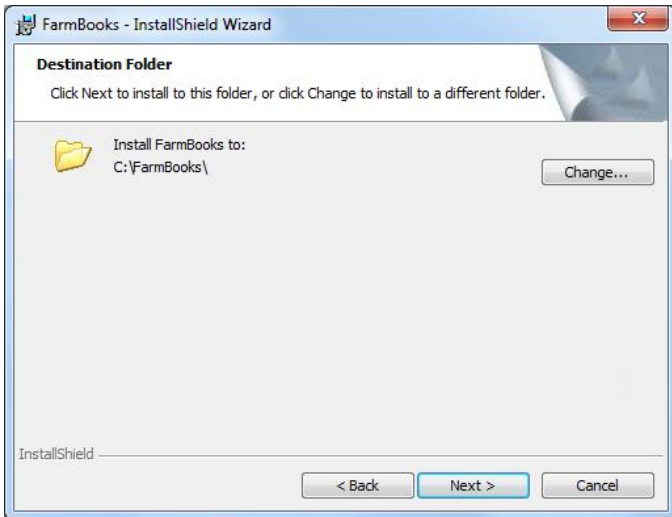
11. Read the License Agreement and then click **Next**.



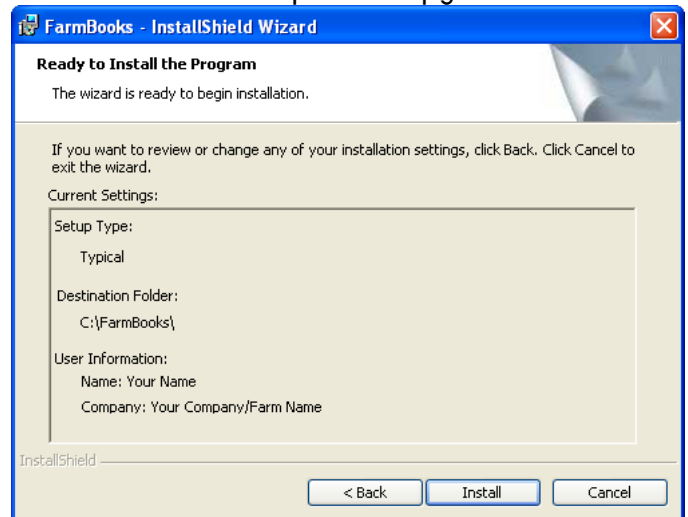
12. Enter Your Name and Company/Farm Name and then click **Next**.



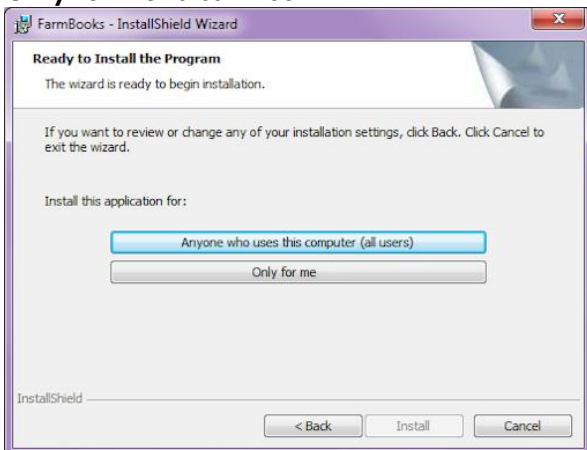
13. Confirm the installation location and click **Next**.



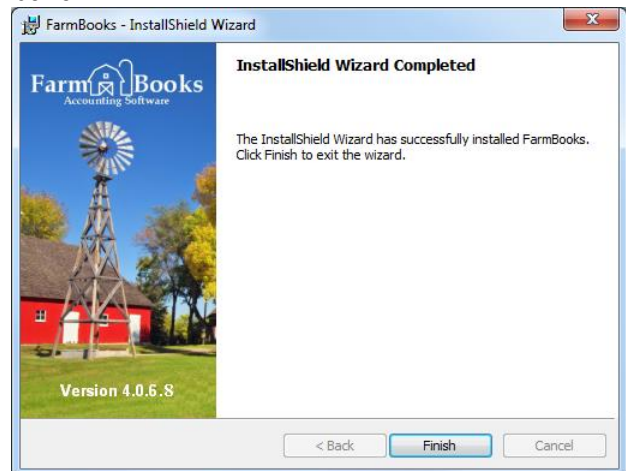
14. Click **Install** to complete the upgrade.



14a. Windows users may see the screen below. If you do, click either **Anyone who uses this computer (all users)** or **Only for me** to continue.



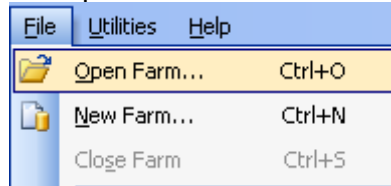
15. Once the upgrade is completed, click on the **Finish** button.



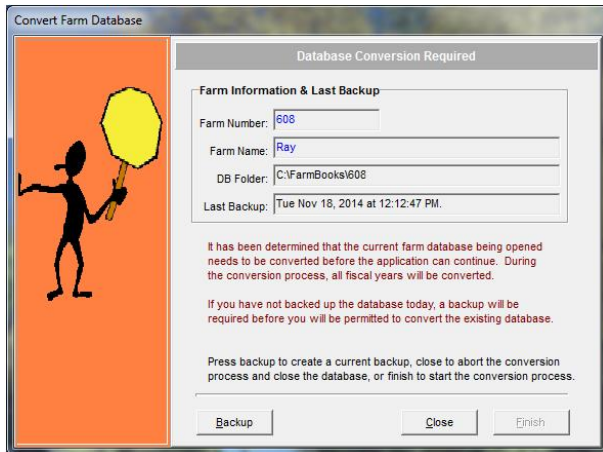
16. Go to your Desktop and double-click the FarmBooks icon to open the program.



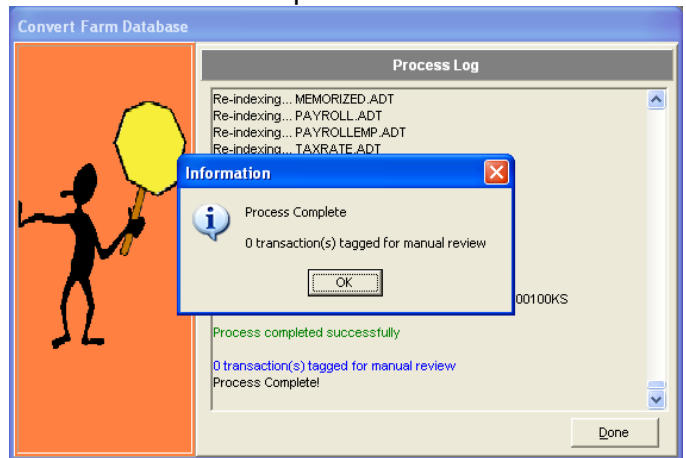
17. Open FarmBooks and click **File: Open Farm.**



18. The Database Conversion window will appear. Click on the **Finish** button to convert.

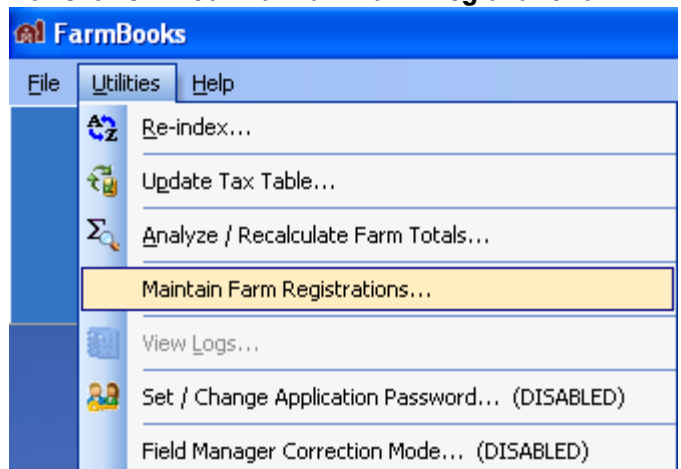


19. Click **OK** when completed.

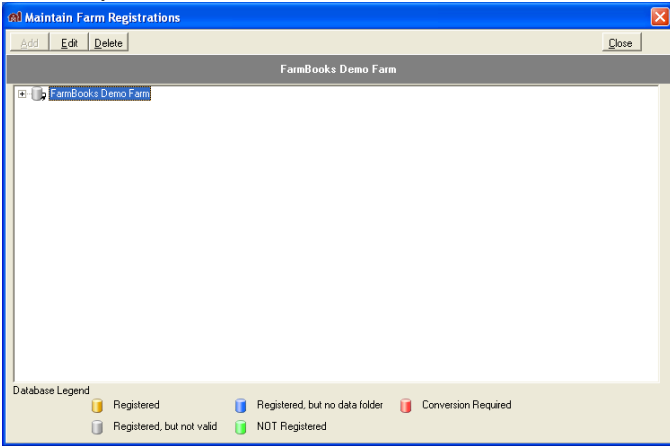


Note: If the FarmBooks version before installing the upgrade was prior to 4.0.0.0, then continue with this step, otherwise you are done upgrading FarmBooks.

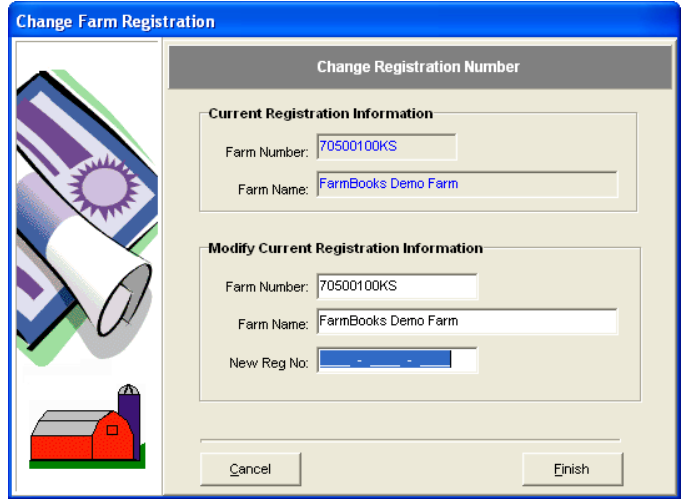
20. Click **Utilities: Maintain Farm Registrations.**



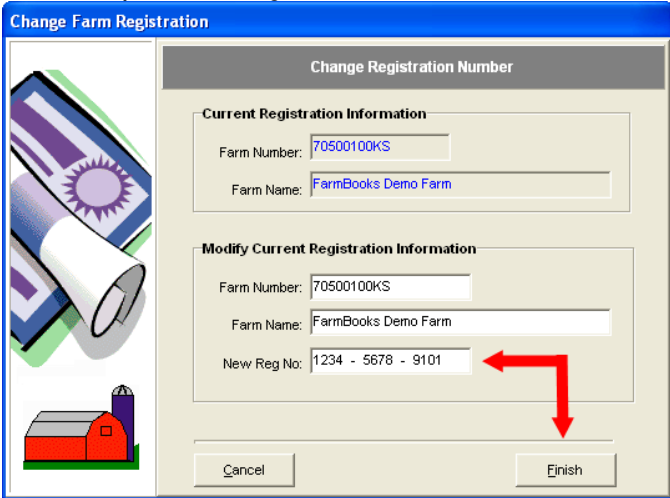
21. When the Maintain Farm Registration window opens, click on your Farm Name and click **Edit**.



22. The Change Registration Number window will open.



23. Enter your new registration number and click **Finish**.



THIS COMPLETES THE UPDATE STEPS.

You are now ready to begin using FarmBooks 4.06.x.