

Upgrading your Windows with Patient Files 5.0:

For Windows Xp, Vista, 7 and 8

Before upgrading to Version 5.0, you must already be using the Version 4.0 or 4.9 of our program and it is must be properly installed in your Windows.

Please choose from the 3 options below and click it:

If you are already using Patient Files Version **4.9**, [Click here for instructions](#)

1. If you are still using Version **4.0**, you need to upgrade to version 4.9 first before you can upgrade to 5.0. If it's ok for you to start encoding your patients all over again, [Click here for instructions](#)
2. If you are still using Version **4.0**, but if you don't what to start encoding your patients all over again, you need to allow us to convert your old files to be compatible to Version 5.0. [Click here for instructions](#)

If you are already using Patient Files Version 4.9, do the following:

- a. Open the Zip file **EasyClinicSoftware5.0** (extract it)
- b. Open **PatientFilesPro5_Package**,
- c. Open **Patient Files_Windows** folder, double click the green installer named **Patient_Files_5.0_upgrade**,
- d. Click No Questions Ask installation then proceed with installation.
- e. Click the Thanks button and another installation will follow for **Handbase Plus for iPhone Setup Wizard** it will come automatically. (Even if you don't have an iPhone, just proceed installing this software, it has a role to make the program work properly).
- f. Once done, you may re-open Patient Files icon and it is expected that you are now upgraded to Version 5.0
- g. Of course you need to read the PDF Manual: **How to use the new features of Patient Files version 5 in Windows**. The said PDF is part of the zip file or you may download it from the Knowledgebase section of www.easyclinicsoftware.com.

Note: The reason that it's easier to upgrade from 4.9 to 5.0 is because the MyPatients5 folder is already located in Local Disc C (while in Version 4.0, only the MyPatients4 folder was just given). If however you are an advanced user and you transferred MyPatients5 from Local Disc C to another location (like Dropbox folder), doing the simple installation above will not be enough because the new files are programmed to fall to MyPatients5 folder in Local Disc C. So if you indeed transferred the said folder, just do a manual upgrade by doing the following: (if you did not, just disregard the following)

Manual Upgrade:

- a. Open the Zip file EasyClinicSoftware5.0 , then open **PatientFilesPro5_Package**.
- b. Open the **Patient Files_Windows**, open Windows folder, open **Manual_Upgrade5.0**.
- c. Copy all the files inside **PatientFiles_Manual_Upgrade5.0**.
- d. Go to where you transferred MyPatients5 folder (most likely you placed it in Dropbox) and open MyPatients5 folder and paste it inside it, answer yes to overwrite. Don't worry this will not delete your patient records.
- e. Then you may re-open Patient Files icon and it is expected that you are now upgraded to Version 5.
- f. Then read the PDF Manual titled How to Use the New Feature of Version 5.0.

If you are still using Version 4.0, you need to upgrade to version 4.9 first before you can upgrade to 5.0. If it's ok for you to start encoding your patients all over again, do the following:

- a. Download the Version 4.9. Please email easyclinicsoftware@yahoo.com for a request and we will give you that link.
- b. Install Version 4.9 based on the PDF manual it contains in the 4.9 zip file.
- c. Once you have successfully installed version 4.9, install version 5.0 based on the explanation above. (**If you are already using Patient Files Version 4.9, do the following:**)
- d. Once done you will notice that your old files are not yet imported to it and you need to start encoding your patients from the very beginning.

If you are still using Version 4.0, but if you don't want to start encoding your patients all over again, you need to allow us to convert your old files to be compatible to Version 5.0. This is what you will do:

- a. Download the Version 4.9. Please email easyclinicsoftware@yahoo.com for a request and we will give you that link.
- b. Install Version 4.9 based on the PDF manual it contains in the zip file.
- c. Once you have successfully installed version 4.9, install version 5.0 based on the explanation above. (If you are already using Version 4.9...)
- d. Go to Local Disc C, look for **MyPatients4** folder and right click and copy it. Go to your desktop screen and paste it there. Then at the desktop do a right click and click send to zip file. The **MyPatients4** zip file must then be attached via email and send to easyclinicsoftware@yahoo.com. Note: Please make sure that you will send us the the most updated MyPatients4 folder. Because if you are advanced user, you might have transferred your MyPatients4 folder to a new location instead of the default location local disc C. (ex. Dropbox).
- e. We will then convert it and send it back to you within 24 hours. That newly converted files will then be pasted by you to the MyPatients5 folder, thus allowing continuity from your old files. But we need to convert it first before importing it to Version 5.