



Steps to installing a downloaded update to PC-ACE

NOTE: If PC-ACE is installed on a network, contact your network administrator about these instructions. File names and locations may differ to comply with your network setup.

Before you download an update from the Internet:

- If PC-ACE is installed on your local computer, and this is the first update you are going to download, create a new folder on your C Drive called **C:\PCACEUpdates**.

Create a new folder in the C:\PCACEUpdates folder for the update you are about to download. In the following instructions, we'll use Month2005 as the folder name for the update. You'll do this each time you are about to download an update. (Folder names should describe the date the update was released such as March2005, Oct2005, Dec2005, etc.)

- If PC-ACE was previously installed and needs to be updated, create a new folder for this update (as described above) in the existing C:\PCACEUpdates folder.

Now you can point your Internet browser to

<http://www.bcbsneprovider.com/NEBLUEconnect/ProductsServices/PC-ACE/PC-ACE.asp> and click on the **download the update** link.

You will view a File Download window asking if you would like to open the file or save it to your computer. Click on the "Open" button.

When the "WinZip Self-Extractor" window appears, replace the c:\temp default location in the "Unzip to folder:" window by clicking on the "Browse" button and browsing to the **C:\PCACE Updates\Month2005**. (This is the file you just created to identify this update.)

Click on "Unzip" and click on "OK" at the next window that appears.

To launch the update, click on "Start", then "Run", and browse to the file **C:\PCACEUpdates\Month2005\pcaceup.exe**.

Double click on PCACEUP.exe and follow the Wise Installation Wizard instructions that appear on your screen to complete the installation.