

ClinicOffice

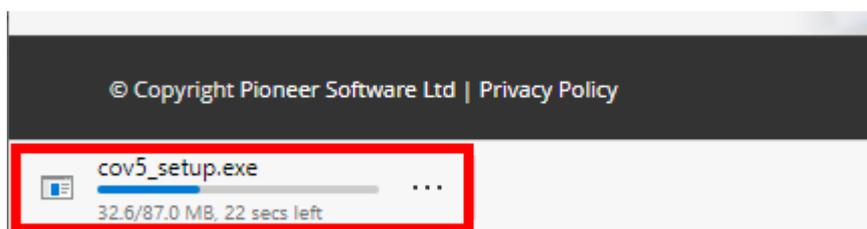
Guide to Installing ClinicOffice

[1] To download the free 30-day trial, go to: <https://pioneersoftware.co.uk/co-trial>

Fill in your details and click the **DOWNLOAD FREE TRIAL** button as shown below...

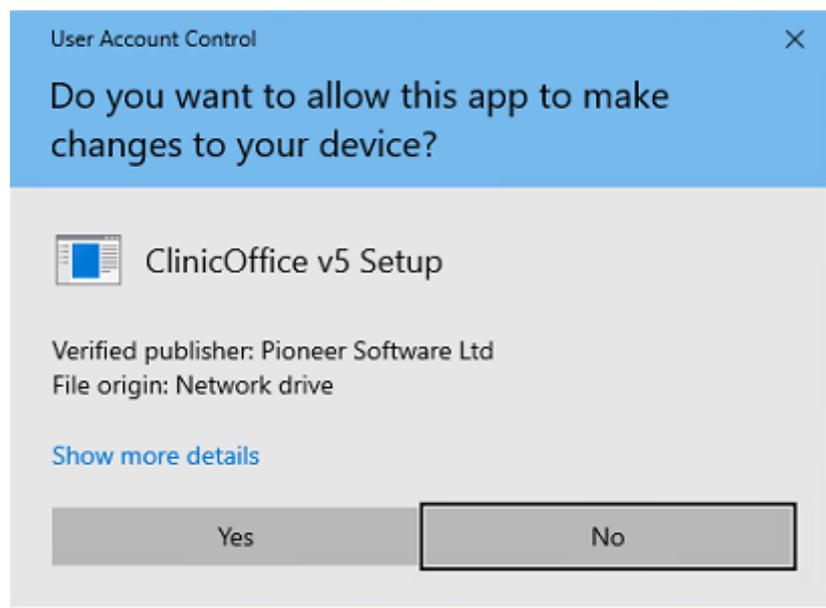
The screenshot shows a web browser window with the URL <https://pioneersoftware.co.uk/co-trial>. The page title is "30 Day FREE Trial". The website header includes the Pioneer software logo and navigation links: Home, About Us, ClinicOffice, Support, and Contact. The main heading is "Download the ClinicOffice Trial". Below the heading, there is a message: "Please complete the form below and then click the **BEGIN DOWNLOAD** button to download your 30 day FREE trial." The form consists of several input fields: "Name (Req'd)", "Company / Clinic Name (Req'd)", "Email (Req'd)", "Telephone (Req'd)", and "Address". Each field has a small question mark icon and a link to "How will we use this information?". At the bottom of the form, there is a red button labeled "DOWNLOAD FREE TRIAL".

[2] Follow the on-screen instructions and the setup file ("cov5_setup.exe") will start to download. Depending on which web browser you use, you may see something like this at the bottom left of the window...

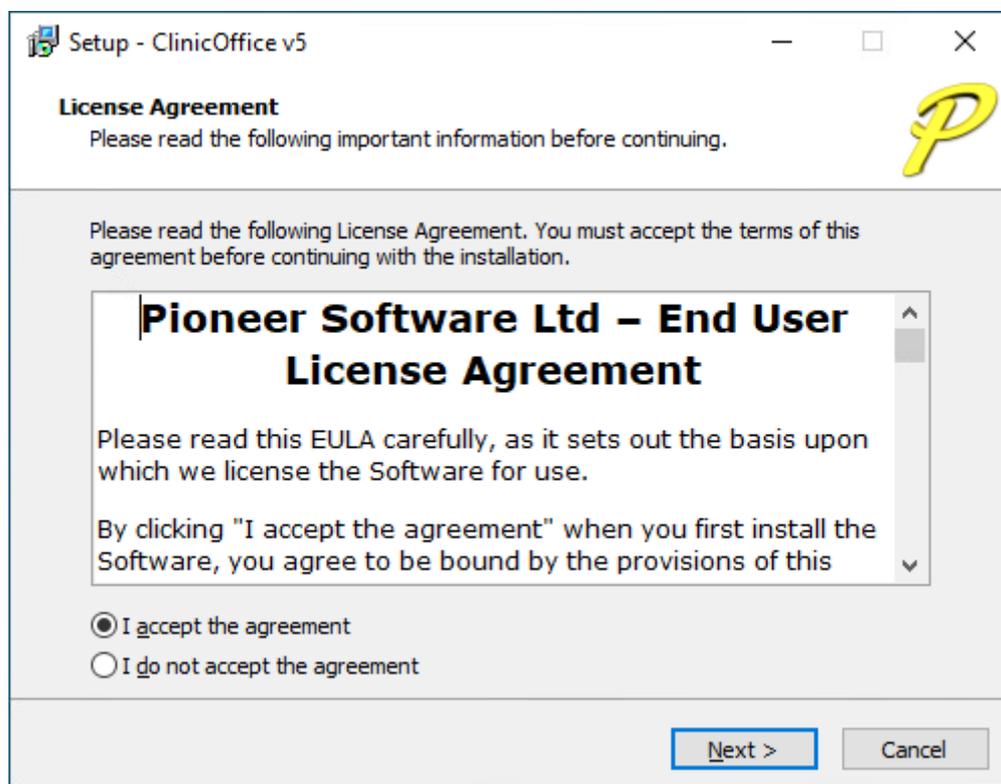


Launch the downloaded "cov5_setup.exe" file start the installation process.

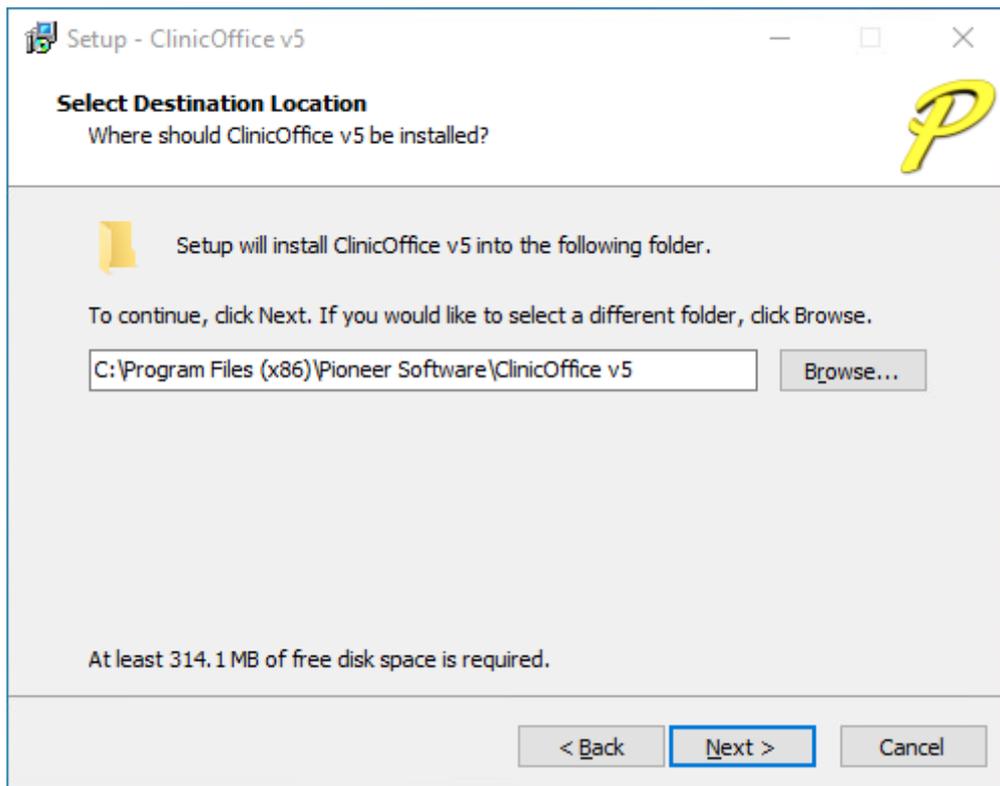
[3] Depending on your Windows configuration, you may see a *SECURITY MESSAGE* similar to the following. Simply click **YES** to allow the setup to continue...



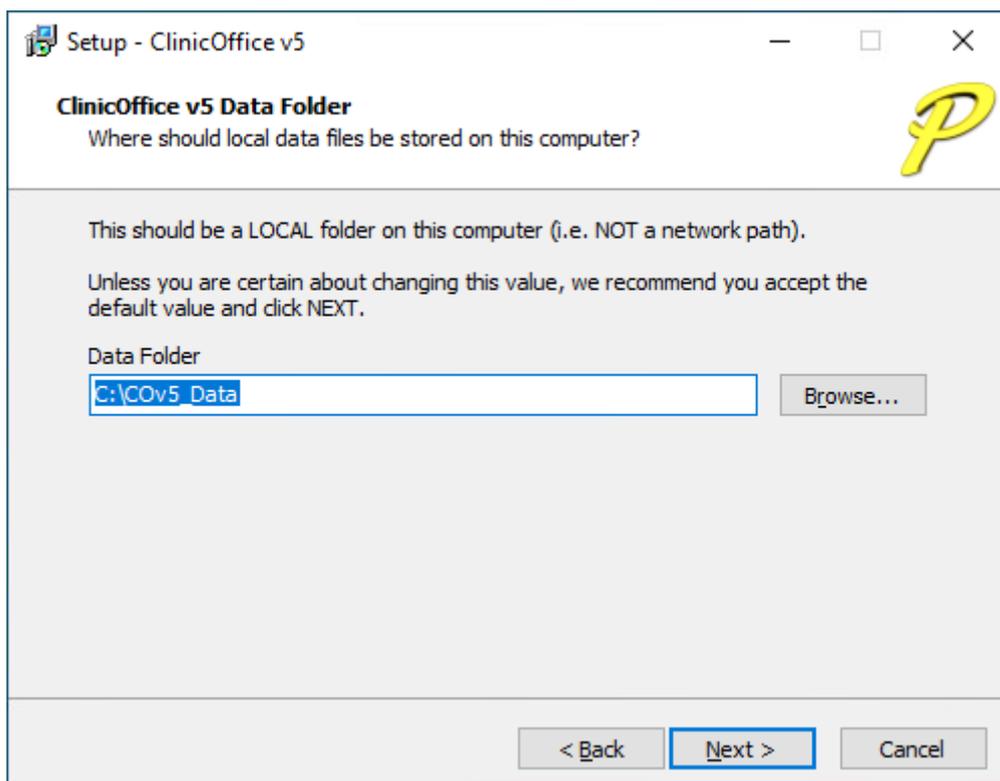
[4] If you're happy to accept our End User License Agreement (EULA), click **NEXT** to proceed...



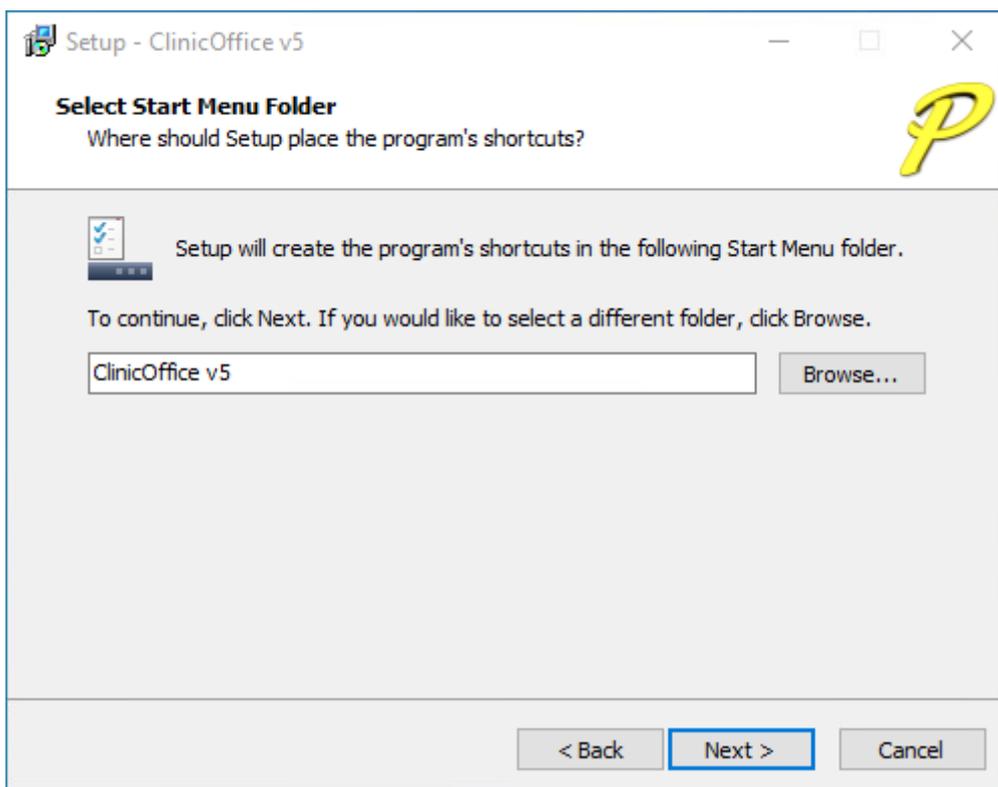
[5] We recommend leaving the “*Destination Location*” as the default, unless you know what you’re doing and wish to install it somewhere else. Click **NEXT** to proceed...



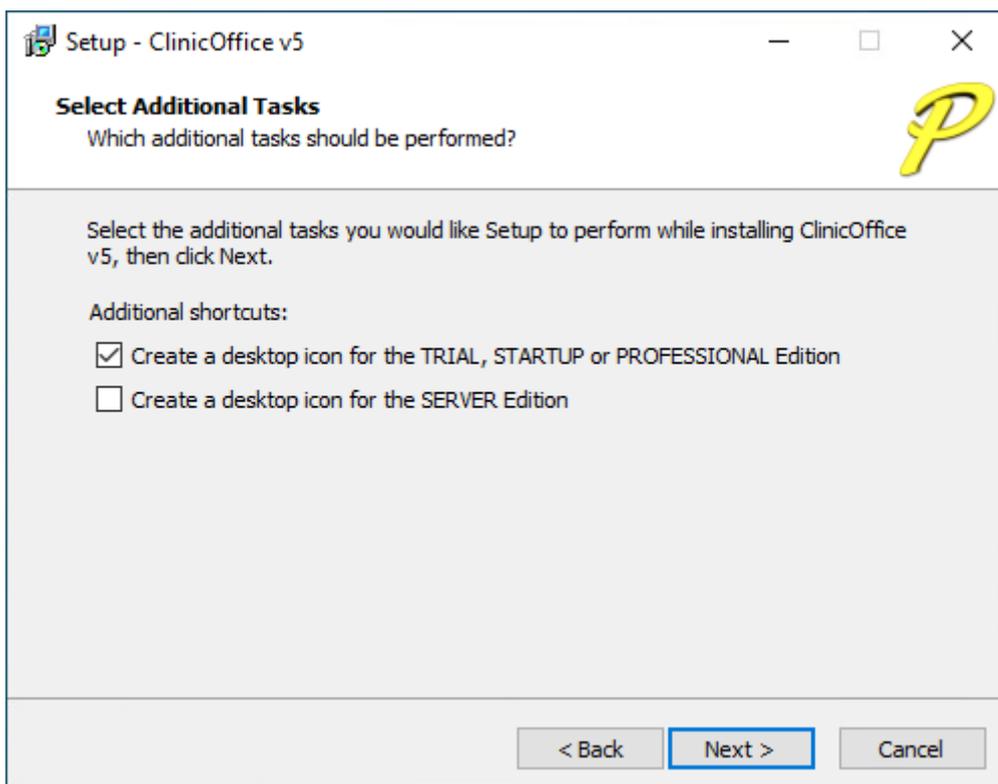
[6] Again, we recommend leaving the “*Data Folder*” as the default (unless you wish to install it somewhere else). Click **NEXT** to proceed...



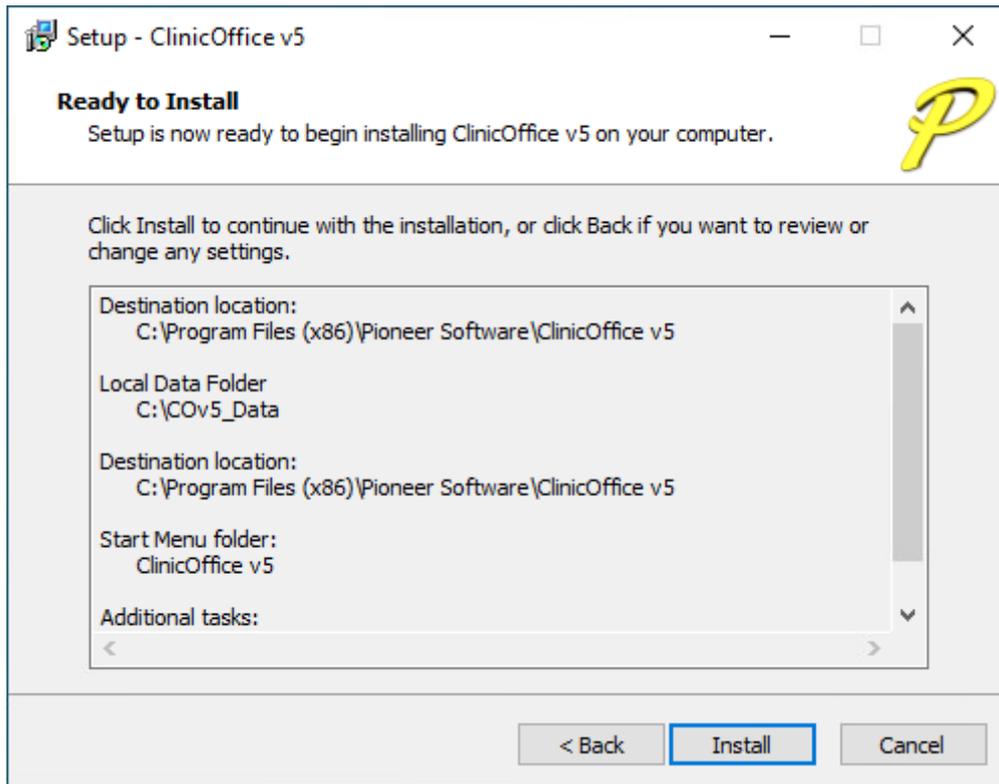
[7] The “*Start Menu Folder*” controls where menu items are installed on your Windows **START** menu. We recommend leaving this setting as the default. Click **NEXT** to proceed...



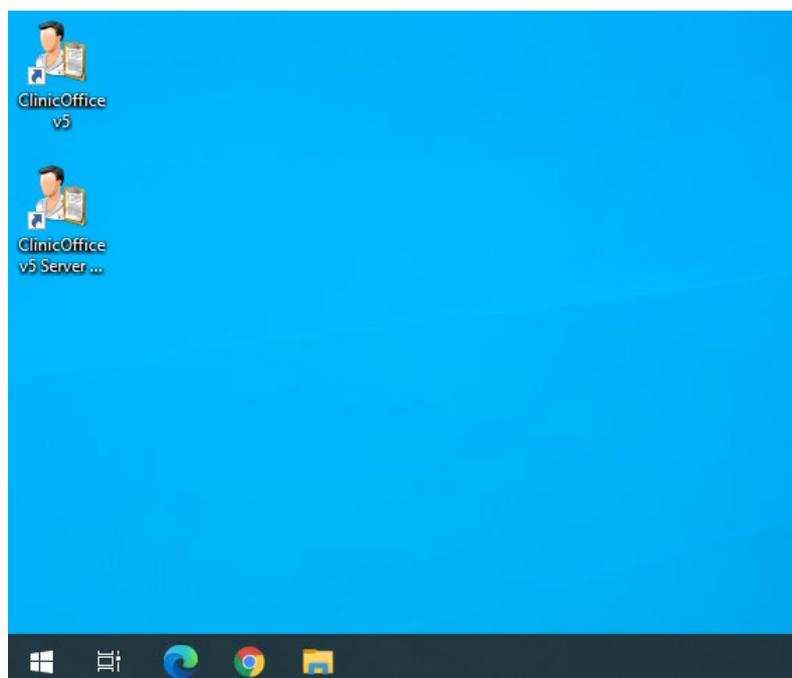
[8] Select which ClinicOffice shortcut(s) to create on your Windows desktop. Only change this to SERVER Edition if you know that you've purchased the SERVER Edition, otherwise leave it as the default.



[9] Click **INSTALL** to proceed with the installation. Once this completes, click **FINISH** to close the setup program.



[10] You should now see the ClinicOffice v5 icons on your Windows desktop. Double click to launch the program!



We hope you enjoy using ClinicOffice! For more information or help with using ClinicOffice, please see the User Guide or visit our support forums: <https://pioneersoftware.co.uk/forums>

Uninstalling ClinicOffice

ClinicOffice is installed as a standard Windows application, so it can be removed like any other program i.e. from the Windows **Control Panel**, or Windows **SETTINGS**.

- Click the Windows **START** button and type "*SETTINGS*"
- You should now be able to launch the Windows **SETTINGS App**
- In the Windows **SETTINGS**, click "*Apps*"
- Locate ClinicOffice v5 in the list of installed apps, then click **UNINSTALL**

This will launch the ClinicOffice uninstaller program which will remove the software from your computer.