

Directive 5r – Annual Banking Reports Update  
Installation Guide  
May 25, 2007

**Download and install the update**

- a) Download the file DIR5RUPD.EXE to your desktop or a temporary directory on your network server. Make a note of the folder into which the file is placed.
- b) You must have at least Version 4.0 installed before installing this update.
- c) **Ensure that no one is logged into Insolvency Manager when installing this update.**
- d) If you are running Insolvency Manager on a Novell Netware server, you must set the Novell flags on the files as follows. To enter these commands, you can click the Windows Start button, click Run, and type each command, or you can type each of these commands at a DOS prompt. In each of the commands shown, “d:\ins\_mgr” refers to the drive and folder where you have installed Insolvency Manager.  

```
flag d:\ins_mgr\zim0001.ws\*. * n /c
```
- e) Start the installation by double clicking on the downloaded file (DIR5RUPD.EXE) using Windows Explorer or My Computer, or if you downloaded to the Desktop, double clicking on the icon created.
- f) After the InstallShield Wizard starts, choose the location of your Insolvency Manager program (INS\_MGR) as the Destination Directory. If InstallShield reports that one or more read-only files are detected, click “Yes” to overwrite each of the files.
- g) After the files have been installed, if you are running Insolvency Manager on a Novell Netware server, you must set the Novell flags on the files as follows to allow Insolvency Manager to run properly. To enter these commands, you can click the windows Start button, click Run, and type each command, or you can type each of these commands at a DOS prompt. In each of the commands shown, “d:\ins\_mgr” refers to the drive and folder where you have installed Insolvency Manager.
  - a. For Novell Netware Version 3.xx: `flag d:\ins_mgr\ZIM0001.WS\*. * s /c`
  - b. For Novell Netware Version 4 and higher: `flag d:\ins_mgr\ZIM0001.WS\*. * sh /c`

**Running the Utility - SCHED5R .UTL**

- a) Click on the Start button and the Run option.
- b) In the Open box type in C:\INS\_MGR\ZIMRT.EXE SCHED5R.UTL (\* Replacing the C:\INS\_MGR with the full path to your INS\_MGR folder)
- c) Click OK