

## ProSystem fx Practice Global Time Entry Administration Tool

This Practice application requires no software installation or updates to your users' PCs or laptops. All that is required for seamless transaction entry into Practice is access to the Internet and Internet Explorer version 5.5 or higher.

To download the Global Time Entry Administration Tool program update file, click on the version appropriate for your version of ProSystem fx Practice:

Practice 8.1	<a href="#">GTESU81.zip</a>
Practice 8.0	<a href="#">GTESU80.zip</a>
Practice 7.1	<a href="#">GTESU71.zip</a>
Practice 7.0	<a href="#">GTESU70.zip</a>
Practice 6.2	<a href="#">GTESU62.zip</a>
Practice 6.1	<a href="#">GTESU61.zip</a>
Practice 6.0	<a href="#">GTESU60.zip</a>
Practice 5.3/5.31	<a href="#">GTESU53.zip</a>
Practice 5.2:	<a href="#">GTESU52.zip</a>
Practice 5.1	<a href="#">GTESU51.zip</a>

A **File Download** dialog will open. Select the **Save** choice.

A **Save As** dialog will open. Enter or browse to a location to save the Program Update file.

Click **Save** to begin the download.

When the download is complete, you may exit the web site. Browse to the directory in which you saved the Program Update file, and double-click on the GTESUxx zip file to extract the executable file.

The installation program will begin. The Global Time Entry Administration Tool must be installed to your existing **X:\Practice** program directory, where X represents the drive where you have installed Practice. At the **Choose Destination Location** dialog, the default destination will show as **C:\Practice**. Use the **Browse** button to locate your X:\Practice directory.

Once selected, click on **Next** to complete the installation.

In addition to the Administration Tool, each zip file includes two quick start guides. Here are links for single copies of the documents in .pdf format (requires Adobe Acrobat reader):

Quick Start Guide for Users: [GTEuser.pdf](#)

Quick Start Guide for Administrators: [GTEadmin.pdf](#)

**NOTE:** The first time you run a sync with a new version of the Global Time Entry Administration Tool, you may be required to have your Practice users log out. This will be a one-time requirement. Subsequent syncs will not require exclusive access, so you may use the tool while other users are logged into Practice.

If you have questions regarding this update, please contact our Technical Support Group at 1-800-739-9998, option 7 for Practice Support.