

## Instructions for Updating PPC Drug Support files

There are 4 ways to update the drug support files for the PPC system:

- Internet
- Archive (backup)
- CD
- Automated backup

Note: To update the drug support files all users must exit PPC programs:

### INTERNET

Updates via the PPC web site are available weekly. Most weeks the new files are available by either Monday or Tuesday evening.

- From RxWin, click on "Internet", then "Drug Support/Price Update".
- Answer Y to the disclaimer question.
- Note the date referred to in the statement "On the Download Web page, click the button for:" and press any key.
- Click the button with the date referred to above (note: you may need to click it twice).
- A new window will appear indicating the progress of the download. When the download is complete, select the next date in order until all updates have been downloaded. Once all updates have been downloaded, close the browser.
- The window that appeared in step #3 above should appear, where you will be instructed to "press any key". After pressing any key (spacebar or ENTER will suffice), the program will begin indexing the new files. This should take no longer than a few minutes. When complete, you will be prompted to "press any key to continue". After pressing any key, the window will close automatically.

### ARCHIVE (backup)

Updates via ARCHIVE are available weekly. Most weeks the new files are available by either Monday or Tuesday evening.

When running the ARCHIVE program, if a drug update is available the question "A Data Update has arrived. Would you like to install it now?" will appear. Answer yes to the question and the standard disclaimer statement will appear. Answer yes to the disclaimer and the drug support file update will begin, automatically followed by the standard archive program.

### CD

If you are signed to receive Drug Support File updates via CD, you will receive a CD in the mail every other week. To install the CD update do the following:

- Insert the CD into the DVD/CROM drive.
- From the RxWin program, select Programs, then Command Prompt.
- Type **D:INSTALL D:** and press ENTER.
- Answer yes to the standard disclaimer statement.
- Press any key when prompted.
- Type EXIT, then press ENTER when complete.
- Remove the CD from the DVD/CDROM drive.

## **AUTOMATED BACKUP**

If your system is configured for PPC's automated backup the Drug Support Files are updated automatically. If your system is not configured for PPC's automated backup and you are interested in getting set up for it, please call PPC Product Support .