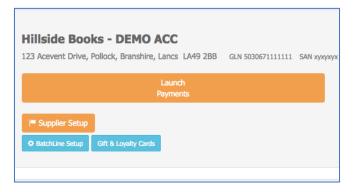# Download & Installation Instructions – Applicable to all updates
Please read thoroughly before starting

To install any new version of BatchLine, the file needs to be downloaded onto each PC in turn. If you have more than one PC running BatchLine, it is best practice to update the Server first.
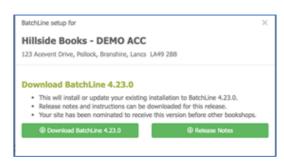
Before commencing, make sure no PCs are currently running BatchLine or Open Bravo.

To access the download file, log on to https://www.batch.co.uk/batchone. Once logged in you will see the following:

BatchOne login

*Click on the **BatchLine Setup** button and you will see the following:*

BatchLine Setup

(This example shows 4.23.0, but is applicable to all updates.) Click on the **Download BatchLine** bar and the download will commence. The following instructions are for Google Chrome only, but other browsers are similar. The download will appear bottom left. Right click and select Show in Folder. The download folder will open. To run the update, double click on the **downloaded file**.

False anti-virus warnings

If you get the following message, click on More Info, and select Run Anyway and the update will start. Follow the prompts to complete the update.

Microsoft Protection

Turning off PCs BatchLine and Open Bravo only need to be turned off on all PCs when running the update on the 'Server'. Once the server update is completed, BatchLine can be left to run on any PC other than the one being updated.

Support If you need help with any of the above, email mail@batch.co.uk and enter your shop name and **BatchLine Update** in the subject line and we will respond as quickly as possible. Please note that our social media channels are not monitored for support queries.

www.batch.co.uk