## Batch Guide



### Name:

Date:

Version:

# **Description:**

BatchSync Download & Install 27 March 2020 1.0

This Document will explain how to download and install the BatchSync software using either Google Chrome or Microsoft Edge. The BatchSync app will link Batch with QuickBooks Desktop. Please begin by following the Link below:

www.batch.co.uk/web/downloads/BatchSyncSetup.msi

#### **GOOGLE CHROME**



Once you have clicked the link above the Batch Sync file will download and appear at the bottom of the page. You can then Click the Icon to begin installing the software

#### MICROSOFT EDGE

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	Search the web	
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Once you have clicked the link above, the pop up in the screenshot will appear.

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You have the option to Save the file to a destination you desire shown in the screenshot above or you can simply 'Run' the file. Click Run

#### Installing BatchSync

Now that you have downloaded the Software, the steps below will explain how to install the software.



Now that you have opened the BatchSync software, the Windows Defender will pop up like the screenshot above. Click 'More Info'

Wind	lows protected y	our PC	
Windows starting.	Defender SmartScreen prevent Running this app might put you	ed an unrecognized r PC at risk.	app from
App: Publishei	BatchSyncSetup.msi r: Unknown publisher		
		Run anyway	Don't run

Now you have the option to run the software. Click 'Run anyway'

🛃 BatchSync	_		×
Welcome to the BatchSync Setup Wizard			5
The installer will guide you through the steps required to install BatchSync	on your c	omputer.	
WARNING: This computer program is protected by copyright law and inter Unauthorized duplication or distribution of this program, or any portion of it, or criminal penalties, and will be prosecuted to the maximum extent possible	national tr may resul e under th	eaties. t in seve e law.	ere civil
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Click 'Next'

🛃 BatchSync	_		$\times$
Select Installation Folder			
The installer will install BatchSync to the following folder.			
To install in this folder, click "Next". To install to a different folder, enter it be	low or	click "Br	owse".
Folder:		D	
C. Verogram Files (X86)/Batch/Batch/Sync/		Blomse	
		Disk Cos	:t
Install BatchSync for yourself, or for anyone who uses this computer:			
O Everyone			
● Just me			
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Here you have the option select if everyone who uses the machine to have the BatchSync software or just for yourself. Click 'Just me' and then click 'Next'

Here you have the option to save the installation file in another folder

Browse:	BatchSync V	
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If you have clicked Browse, the screenshot above will appear, here you can save your BatchSync software in another location

🔀 BatchSync	-		×
Confirm Installation			
The installer is ready to install BatchSync on your computer.			
Click "Next" to start the installation.			
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Click 'Next'

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User Account Control	
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Publisher: Unknown File origin: Hard drive on	this computer
Show more details	
Ves	No

The User Account Control Pop up will appear above, click 'Yes' to continue installation

BatchSync	_		×
Installation Complete			5
BatchSync has been successfully installed.			
Click "Close" to exit.			
Please use Windows Update to check for any critical updates to the .NET	[ Framew	ork.	
< Back Close	е	Ca	ncel

Now your Software has been installed, you can now click 'Close'