

## Downloading Prevail Updates

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### *Prevail 8*

When a Prevail update is available, you'll see a message on your Prevail login screen stating that, "A Prevail 8 update is available. Go to your Prevail Control Panel to download this update."

Here are several tips about downloading Prevail updates:

- Any Prevail user that has the security permission (not just Prevail Administrators) may download an update.
  - You may download the update from any Prevail workstation; it does not need to be downloaded on your Prevail server.
  - All users, including the user downloading the update, must be logged out of Prevail during the download.
  - Depending on how up-to-date you are with your version and your network speed, updates typically take 5-10 minutes.
1. Access the Prevail Control Panel from your Prevail login screen, you'll see it listed on the left side.
  2. At the Control Panel login screen, enter your usual Prevail user name and password (if you have one).
  3. After several seconds, the Control Panel will display a message confirming that all users are logged out, and that all Control Panel options are available. Click on 'Update' at the top of the window.
  4. After you click on 'Update', select the version to update to and the update will automatically begin downloading. A progress bar will display at the bottom of the Control Panel window throughout the download.
  5. When the update is complete, the Control Panel window will display a window indicating that your Prevail database is locked. When you see this message, click on the 'Unlock' button.
  6. Close the Control Panel, and all users are free to log back into Prevail!