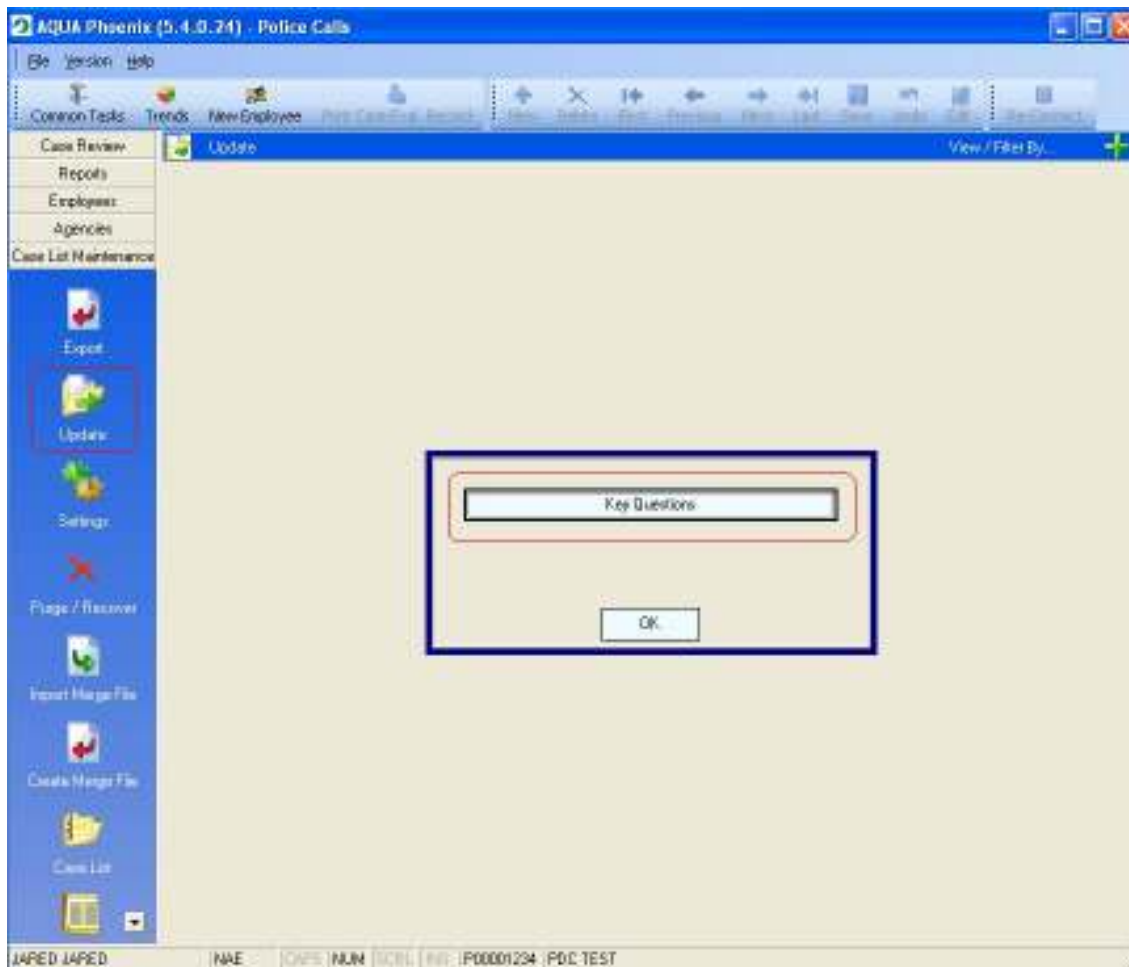


AQUA Phoenix v5.4 Key Question Update

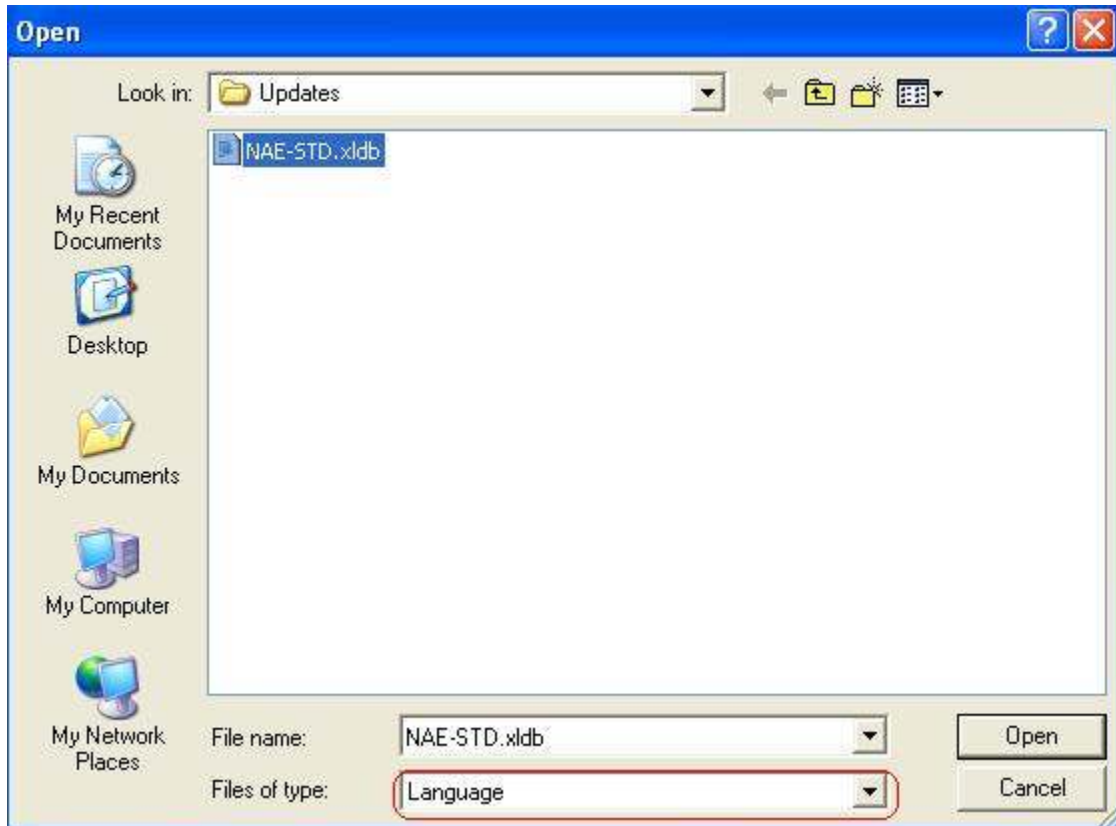
Before you start be sure to download the V12 KQ update file from the FTP site to you updates folder (C:\Program Files\Priority Dispatch\Aqua Phoenix\Updates)

1. Open AQUA Phoenix and sign in as an Aqua Access User.
2. Click on “Case List Maintenance” in the left hand tool bar.
3. Click the “Update” Icon
4. Click the button labeled “Key Questions”



5. Browse to the drive location where the Key Question Update files are stored.

6. Make sure “Files of Type” are selected as Language.



7. Select the appropriate update file for you language (NAE-STD.xldb, UKE-STD.xldb, etc.).

8. Click the “Open” button.

9. When the update process completes, press the OK Button to close the window.

Note: This process will need to be completed for each Language you are using (NAE and USS, UKE, etc.).