Upgrade guide for Xact Quote to Cloud version 1.3
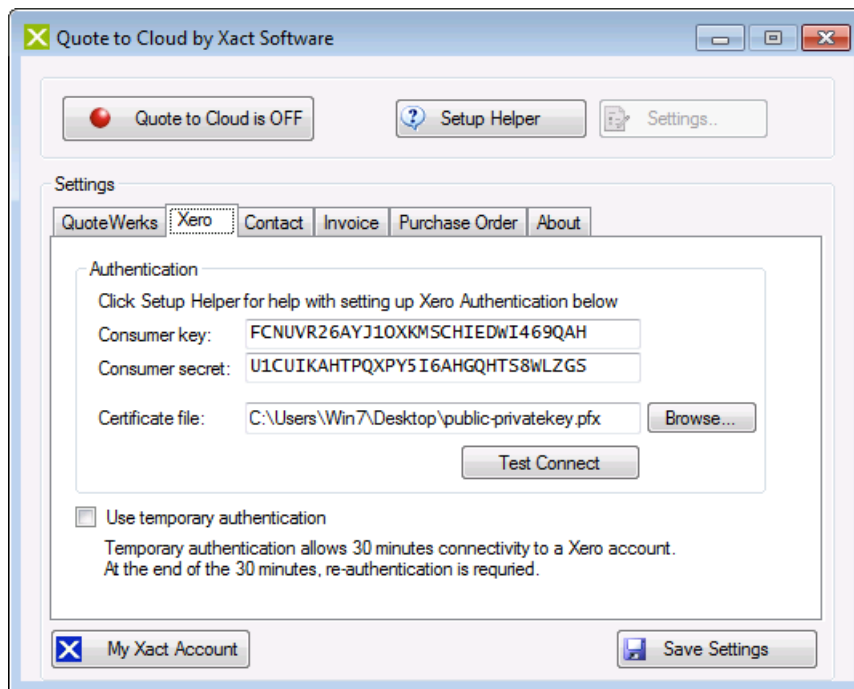
Requirements
Requires an existing installation of Xact Quote to Cloud version 1.2.x or older.
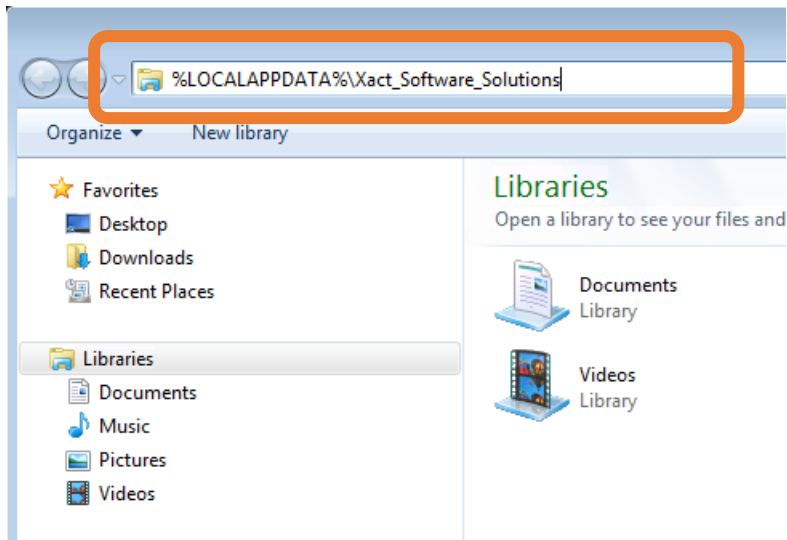
Steps to upgrade:
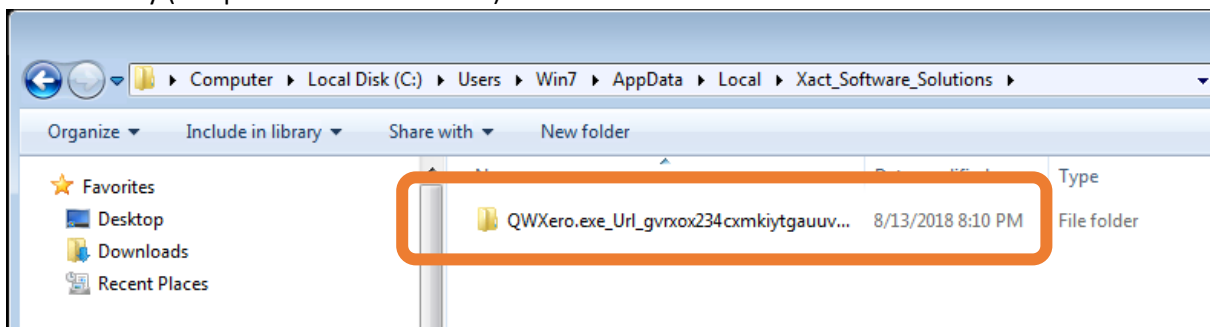1. Open Quote to Cloud
2. Open Settings – Xero tab

3. Note down or copy and paste *Consumer key*, *Consumer secret*, and *Certificate file* (location) into Windows Notepad or any text editor.
   The actual file for Certificate can be left as-is, we just need the location.

4. Note down other settings in *Contact*, *Invoice*, and *Purchase Order* tabs, if applicable.
5. Close Quote to Cloud application.
6. Download the new installer here: www.downloads.xactsoftware.co.nz/QuoteCloud.zip
7. Unzip the content, and run *Setup* (or *Setup.exe*)
8. Go through the install (update) process as usual, close the installer when completed.
9. Do NOT run the Quote to Cloud application yet

10. Open Windows File explorer, and paste the following text into the address box:
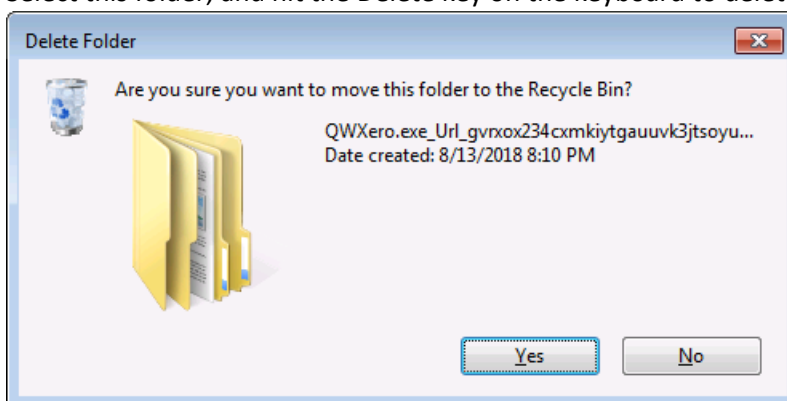   %LOCALAPPDATA%\Xact_Software_Solutions

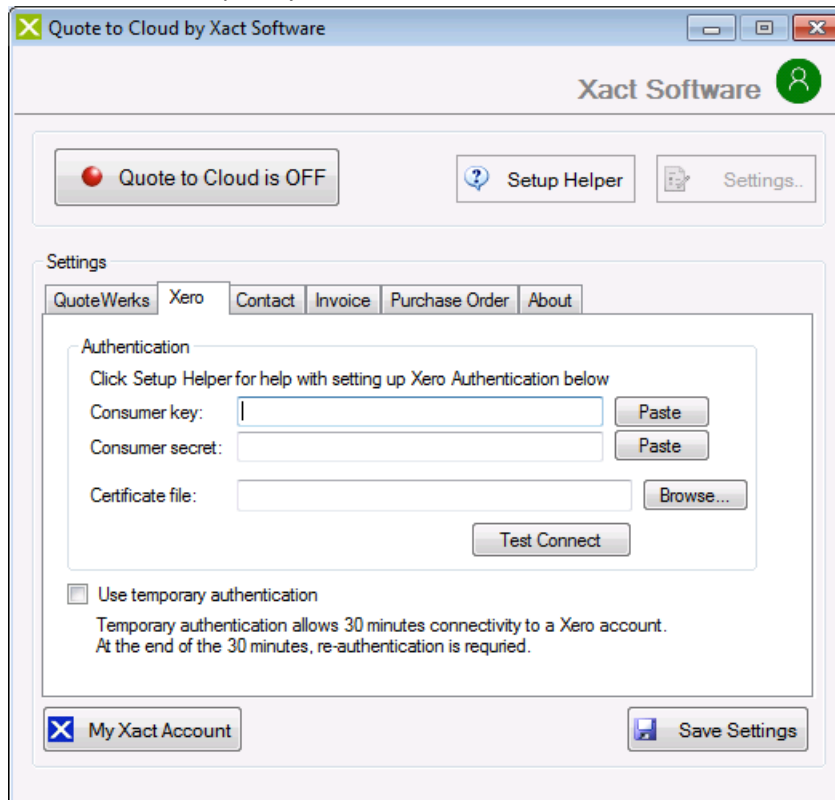11. Hit enter key (to open the folder content)

12. It should show a folder named "QWXero.exe_Url_…"

13. Select this folder, and hit the Delete key on the keyboard to delete the folder.

14. Choose *Yes* to confirm folder deletion.

15. Open Quote to Cloud
16. Open Settings
17. Un-check *Use temporary authentication*

18. Re-populate the (Consumer key, Consumer secret, and Certificate file) values from the Notepad (Step 3 above).
19. Restore other settings in Contact, Invoice and Purchase Order tab.
20. Save Settings.