

The preferred method of updating the order entry software is through the order entry program. From the program main window, select “Settings – Updates” and then follow the prompts.

The procedures that follow apply to manually updating the software in the event that the preferred update method fails.

The update can be manually downloaded by clicking the “Latest Order Entry Update” link on the home page of [www.cdawin.com](http://www.cdawin.com).

The update program is contained inside of a “Zip” file. Once downloaded, the update program must be extracted from the “Zip” file before it can be executed. This can be accomplished as follows:

1. Close the Order Entry program if it is currently open.
2. Locate the file `cdweupdt.zip` and double-click on it.
3. In the top left, or top center, look for an option to “Extract all files” or just “Extract”. Click on that option and follow the prompts to extract the file.
4. A window should display that has one file named “`cdweupdt.exe`”. Double click on that file and follow the prompts to install the update. (You may not see the filename extension “.exe”, depending on your Windows operation system settings)

If you experience any difficulties, please contact us at 509-340-0705 for assistance.