
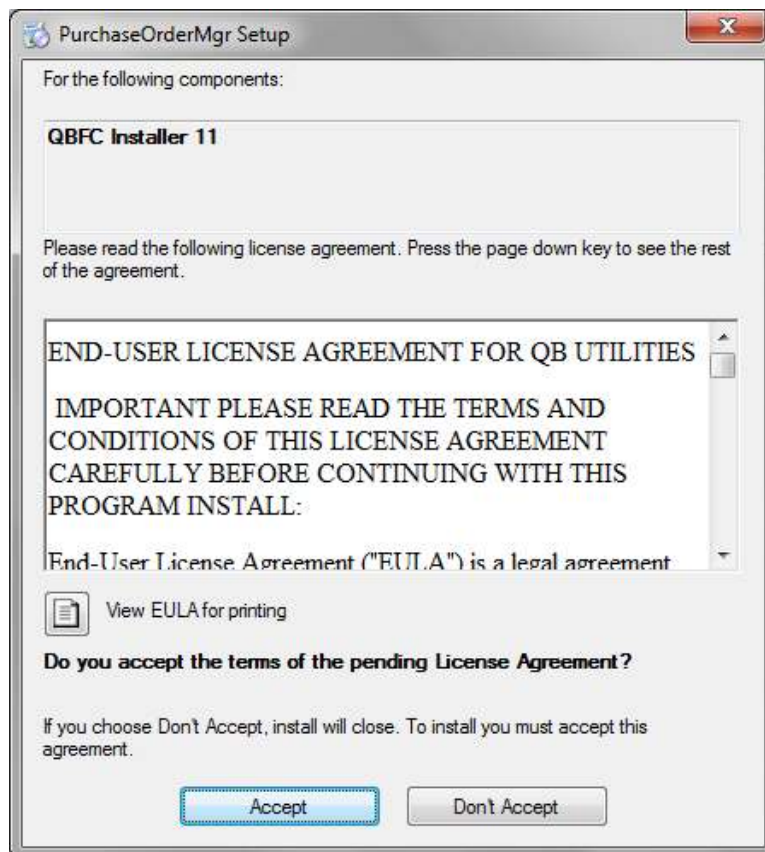




# Installation Instructions

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1. Download the PurchaseOrderManager.zip file and save it to your computer.
2. Open the zip file and double click Setup  to start the installation.
3. Click "Accept" on the Purchase Order MGR Setup Screen.

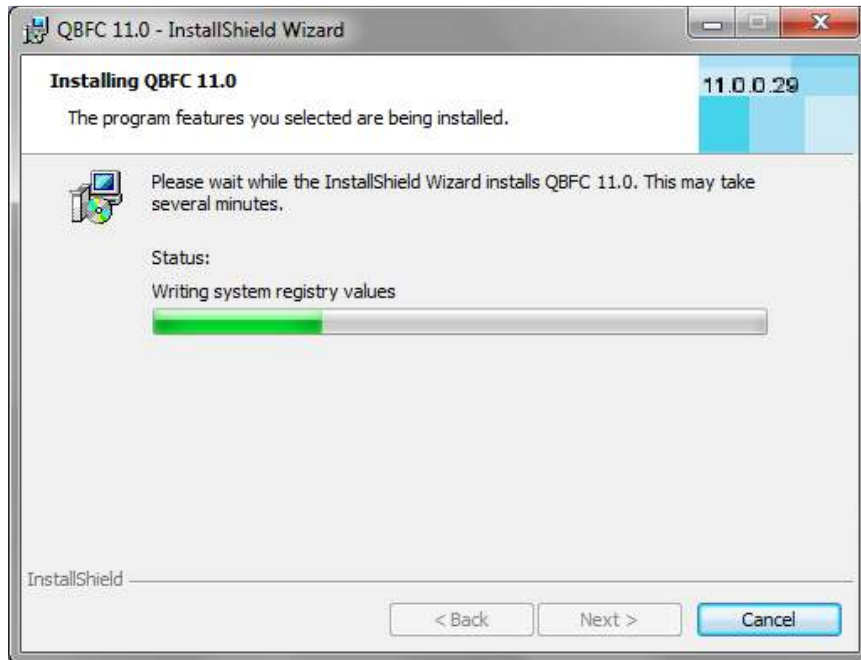


4. Depending on your windows settings, Windows may prompt you to allow the program to make changes to your computer. If it does, click "Yes"

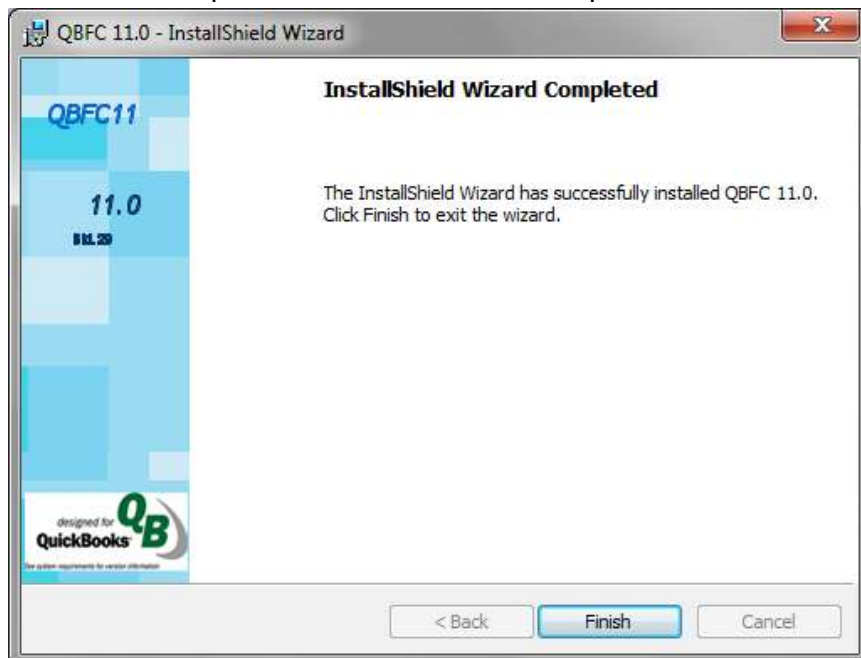


# Installation Instructions

5. The installation process will begin, please wait while the components are installed.



6. After the component installation is complete. Click "Finish".



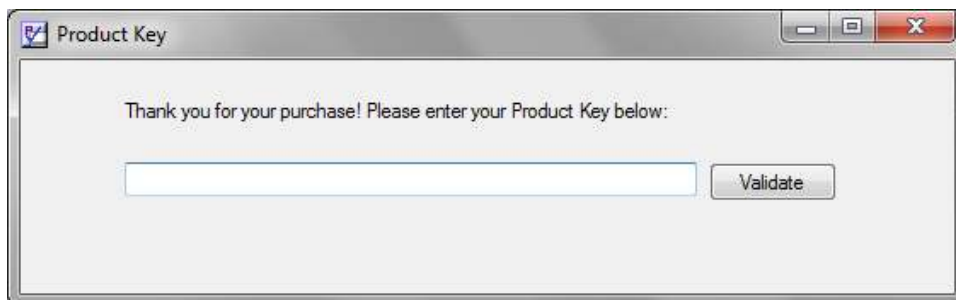


# Installation Instructions

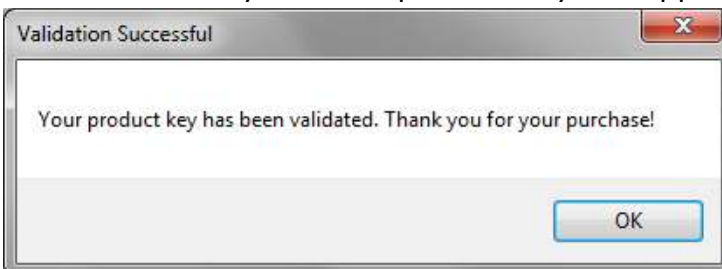
7. A second Application Install Window will appear, click "Install".



8. You will be prompted to enter your Product Key. Enter the Product Key number that you received by email, and then click "Validate"  
(Your product key will be sent to the email address you specified during check out after your purchase is complete.)



9. Confirmation of your valid product key will appear. Click "OK"





## Installation Instructions

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10. A desktop icon for Purchase Order Manager will now be on your desktop. The application is also accessible through the start menu (Start – Programs – QB Utility – Purchase Order Manager)



11. For information or help with the Purchase Order Manager please visit our website at [www.QBUtility.com](http://www.QBUtility.com), or email us [support@qbutility.com](mailto:support@qbutility.com).

**Thank you for using Purchase Order Manager!**