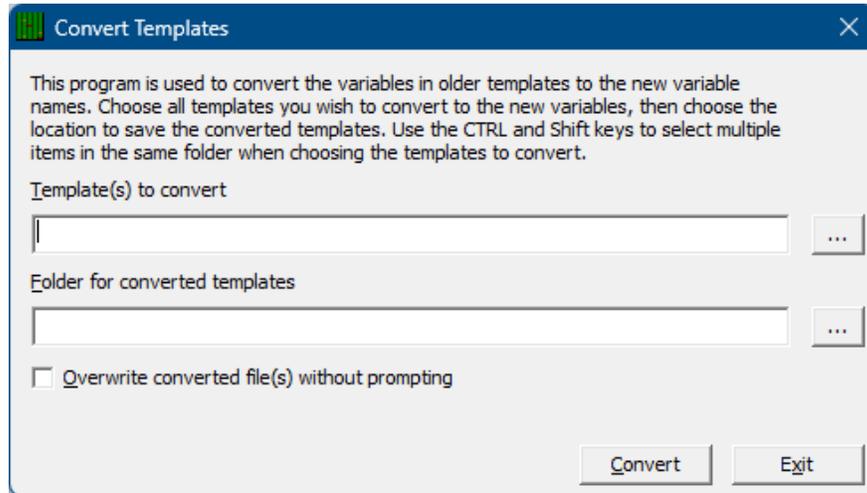


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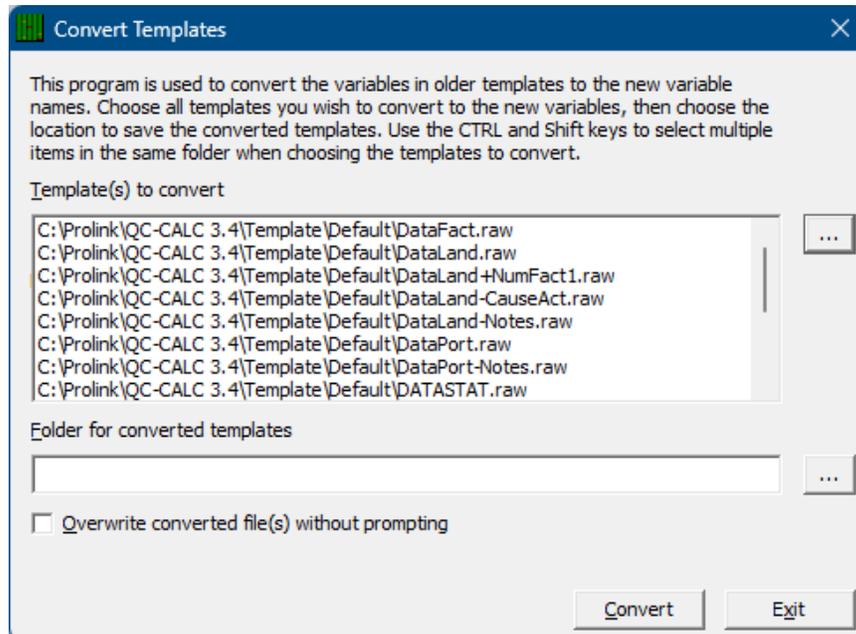
With the 4.x version of QC-CALC the variables and fields within all reports were changed and if you attempt to run a template from a previous version of QC-CALC an error will appear. This means ANY templates from previous versions of QC-CALC that had been customized will no longer run once you upgrade to the 4.x version. We have provided a program to convert these templates for you and these directions should be used to update your templates.

To convert your templates to the latest version, please follow the instructions below.

1. From the **Help** menu within QC-CALC Real-Time choose **Launch Template Converter**.
2. From the **Convert Templates** screen that appears, click the browse (...) button to the right of the **Template(s) to convert** box.

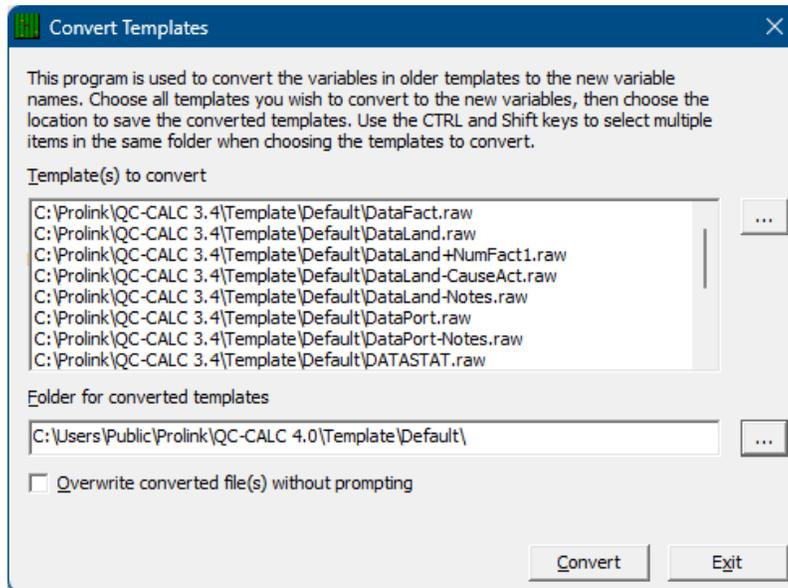


3. Choose the template(s) you wish to convert in the dialog box that appears and click **Open**. Note: You can use the **Shift** and **CTRL** keys to highlight multiple items.

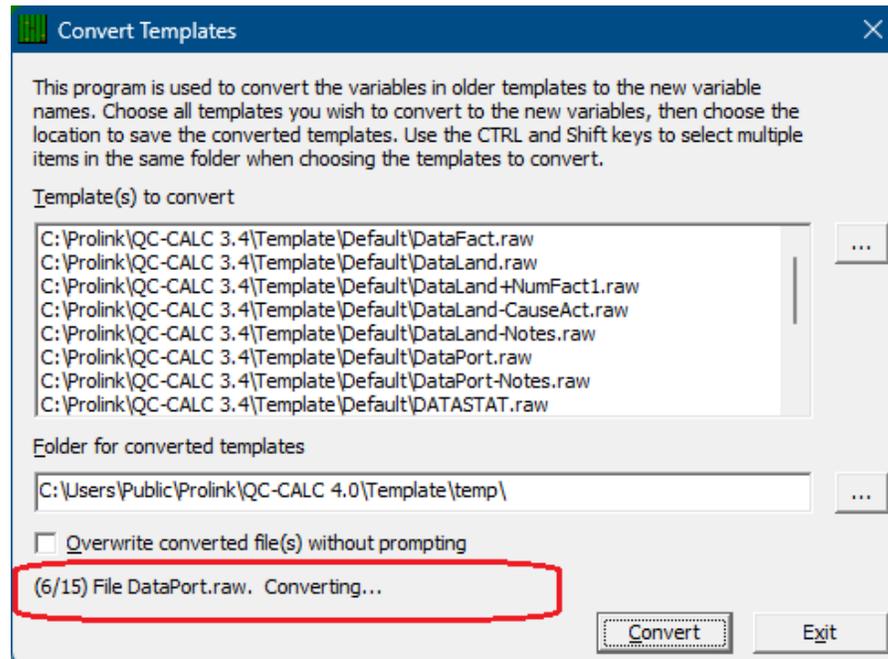


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- Next, click the browse (...) button to the right of the **Folder for converted templates** box and choose the final folder for the converted templates. **Note:** You must choose a different location to save the converted templates. This program will not overwrite the original templates.



- The **Overwrite converted file(s) without prompting** option is used if you are converting templates and saving them into a folder that already contains templates with those names. If this option is unchecked and a file already exists using the name specified you will be asked if you want to overwrite the file for each file.
- Click the **Convert** button to start the conversion process and the names of the file being processed will be shown just under the **Overwrite...** checkbox.



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7. When the process is finished a window will show you which files were processed vs. skipped (if you chose to skip the file rather than overwrite).

