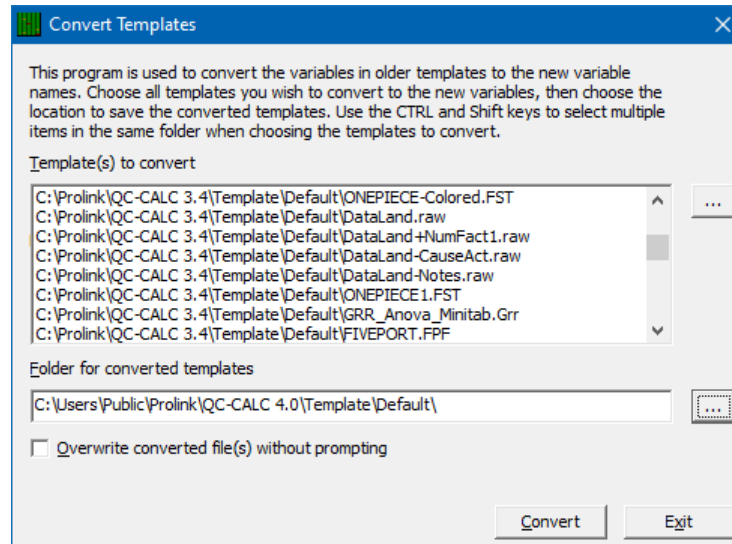# 57. Template Converter

Most of the report templates had variable and field names change between 3.x and 4.0. This means any reports you had customized will no longer work in 4.0 without them being converted first. We have supplied all of the same default templates, so if you have not customized any templates you will not need to do this process.

57.1 Templates to convert

Choose the templates you would like to convert by clicking the **…** button.

57.2 Folder for converted templates

Use the **…** button to choose a location for the converted templates.

57.2.1 Overwrite converted file(s) without prompting

With this unchecked, you will be asked to overwrite any files that already exist in the destination folder you chose.

57.3 Processing

Click the **Convert** button to start converting the templates. The area to the left of the button will show you the progress that is being made.