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This article describes how to upgrade GIFTS Plus Pack. Note that the GIFTS Plus Pack version 5.3 can only be used with GIFTS 6.7.

Overview of the Upgrade Process

To upgrade to GIFTS Plus Pack, you will need to do the following from a GIFTS workstation:

1. Run the Plus Pack Setup program.
2. If you use Link Plus, upgrading to Link Plus requires a complete uninstall your current Link Plus version.
3. Install Link Plus for use with Outlook, if needed.
4. If using Reminders Plus, install Reminders Plus over your current installation.

All the files you need to upgrade will be included in your download.

Step 1: Upgrading the Plus Pack Core Features

In this step, you will upgrade the Plus Pack software on your file server.

Note: If you have a standalone version of GIFTS (where the GIFTS programs and database are installed on a single computer), the Plus Pack files are upgraded on your standalone GIFTS computer.

IMPORTANT: This process must be done from a GIFTS workstation connected to your local network.

To upgrade the Plus Pack files on your file server:

1. Go to the location where you extracted the files and open the Plus Pack Install folder.
2. Double-click **Setup.exe** to install the GIFTS Plus Pack. A GIFTS Plus Pack Setup welcome message displays.
3. Click **Next**. Setup displays the location of your GIFTS directory. Verify that the location displayed is correct.
4. Click **Next**. The Plus Pack application files and support files are installed in the GIFTS\GIFTSPLUS directory. If you do not already have the Microsoft .NET Framework installed, a message displays notifying you that the Microsoft .NET Framework is required to run the Plus Pack Configuration utility.
5. Click **Finish**. The Plus Pack Configuration utility is opened.

Note: You can close the Plus Pack Configuration utility at this point as no additional configuration setup is required for Plus Pack.



Step 2: Completely Uninstalling Current Link Plus

If you are **re-installing** or **updating** Link Plus for use with Outlook, you must first make sure the previous version of Link Plus has been completely uninstalled.

Before You Begin:

- Both Outlook and GIFTS must be closed when you uninstall Link Plus.

Uninstall Link Plus and All Related Components:

Below is the recommended method for ensuring a complete uninstall of GIFTS Link Plus.

1. Close Outlook.
2. Go to **Start > Control Panel > Add or Remove Programs (Programs and Features in Windows 7)**.
3. Uninstall GIFTS Link Plus.
4. Also uninstall the following Outlook Add-In items, if present:
 - Microsoft Office 20xx Primary Interop Assembly
 - Visual Studio 20xx Tools
5. Restart your computer.
6. After rebooting, open Outlook and make sure the above Add-Ins have been removed.
 - **Outlook 2010:** File > Options > Add-Ins
 - **Outlook 2013:** File > Info > Manage Add-ins
7. Close Outlook.
8. Continue to Step 3 below.

Step 3: Installing Link Plus for Use with Outlook

Before You Begin:

- Both Outlook and GIFTS must be closed when you install Link Plus.
- **Install for Everyone Option:** This option during the install process allows Link Plus to be available to anyone who logs in to the same workstation. It is only available to Office 2010 or later users and you must be logged in as an Administrator during the installation process.
- **All Citrix users:** Link Plus will not work with Citrix unless Outlook is also accessed via Citrix.



MicroEdge GIFTS Plus Pack 5.3

Upgrading Guide

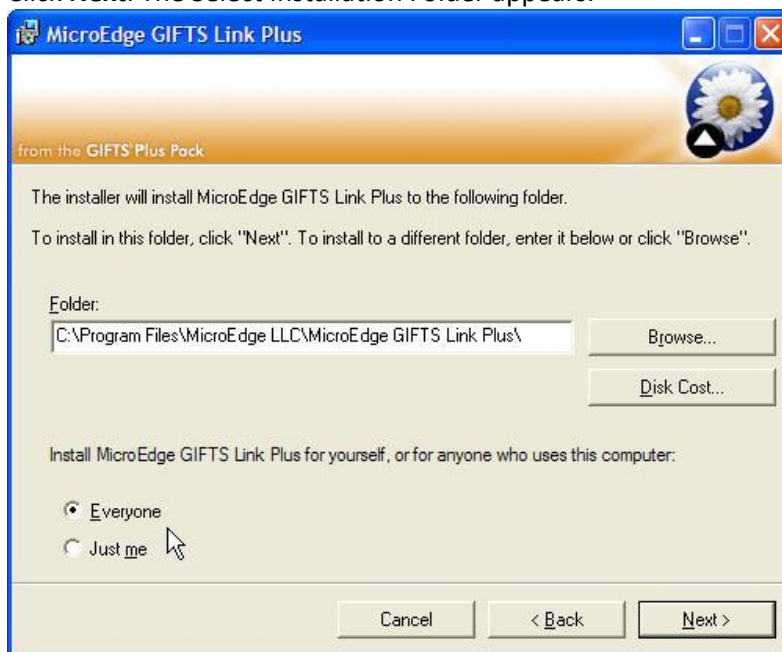
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To Install Link Plus for Outlook:

1. From your GIFTS workstation browse to the GIFTSPPlus sub folder, typically installed in the GIFTS directory (e.g., C:\GIFTS\GIFTSPPlus), and open the LinkPlus Setup folder.

NOTE: For Citrix users, browse from the Citrix server to the GIFTSPPlus subfolder.

2. Open the LinkPlus for use with Outlook folder (depending on which version of Outlook you are using) and double-click **Setup.exe**. A message may appear informing you that Microsoft Office 20xx Primary Interop Assemblies will be installed on your machine.
3. Click **Install**. The Link Plus Setup Wizard appears.
4. Click **Next**. The Select Installation Folder appears.



Note: If you do not have VSTO runtime installed, you will be prompted to install this first.

5. If you want to change the default GIFTS Link Plus folder location, click **Browse** and select the folder location.
6. At this stage, you also have the option in the lower left to make Link Plus available to **Everyone** or **Just me**. Selecting **Everyone** will allow anyone who logs into the workstation to have access to Link Plus in their Outlook.
7. Click **Next**. The Confirmation Installation screen appears.
8. Click **Next** to install Link Plus. Link Plus is installed.
9. Click **Close**.

Manually Installing the Other Outlook Add-Ins:

The following Outlook Add-ins should have been installed automatically with Link Plus installation.

- Microsoft Outlook 20xx Primary Interop Assembly
- Visual Studio 20xx



Make sure the Outlook add-Ins were installed with Link Plus by going to **Start > Control Panel > Add or Remove Programs**. If Microsoft Outlook 20xx Primary Interop Assembly or Visual Studio 20xx Tools is missing, install it manually from the subfolders in the setup folder:

1. Close Outlook.
2. Access the subfolder for each Add-In and run the installation file manually. (*.msi and *.exe)

Step 4: Upgrading the Reminders Plus Engine

The part of Reminders Plus that actually generates and sends the reminders is called the Reminders Plus Engine. Although you can create reminders from any GIFTS workstation, you can only schedule and send reminders from a workstation on which you have installed the Reminders Plus Engine.

To upgrade the Reminders Plus Engine:

1. Go to the GIFTSPPlus folder, typically installed in the GIFTS directory (e.g., C:\GIFTS\GIFTSPPlus), and open the RemindersPlus Engine Setup folder.
2. Double-click **Setup.exe**. The Reminders Plus Engine Setup Wizard is displayed.
3. Click **Next**, and then **Next** again. The Reminders Plus Engine files are installed on the workstation.
4. Click **Finish**. The Reminders Plus Engine upgrade is complete.

NOTE: Currently scheduled reminder tasks and desktop shortcuts do not need to be updated.