

Before you begin the upgrade process, consult the ReadMe file on the Upgrader Disk. The ReadMe contains late-breaking information about the software and details about the upgrade process. If you have trouble upgrading the software, call (303) 894-8899.

Step 1 — Creating a Copy of Your Current Application

To ensure that you have working software if the upgrader is unsuccessful, first make a copy of your existing QuarkXPress folder.

Step 2 — Preparing to Upgrade

1. If you are concerned about a virus infecting your computer, use virus protection software to check your hard drive and the disks provided by Quark™.
2. Disable any virus protection software.
3. Use an extensions manager to disable non-essential system extensions. Do not disable system extensions or control panels required for accessing the CD-ROM drive.
4. Insert the CD-ROM into your drive or a networked drive (access the networked drive so the CD-ROM appears on the desktop).
5. Insert the Upgrader Disk and double-click the Upgrader icon.

Step 3 — Validating Your Serial Number

A validation code for upgrading this serial number is provided on the upgrade data sheet inside your package.

1. Locate your copy of QuarkXPress as prompted by the Upgrader.
2. A dialog box displays the serial number of the application and asks for your validation code. Enter your validation code and check it carefully.

If the serial number on the upgrade data sheet does not match the serial number on-screen, or if the validation code is entered incorrectly, the Upgrader will not work.

3. Click **OK**.

If your Upgrader is configured to upgrade multiple copies of QuarkXPress, you only need to enter the validation code once.

Step 4 — Deciding What to Install/Upgrade

The Upgrader gives you the option to install and/or update various auxiliary files such as XTensions™ software and tutorial files. Take your publishing needs and hard drive space into account while determining what to install. You can always install additional files from the CD-ROM later.

- You probably want to include the QuarkXPress XTensions set, which includes word processing and picture import filters, and the Index, Cool Blends™, and Kern-Track Editor XTensions.
- If you want to use ColorSync or Kodak color management, install the Quark CMS XTensions software. If you install Quark CMS, any necessary system software is installed as well. If you want to access PANTONE® colors through PANTONE's extensible color picker, install POCE™. If you install POCE, see the ReadMe about installing the necessary system software.

Step 5 — Upgrading to QuarkXPress 4.0

After you've entered your validation code, the **QuarkXPress 4.0 Upgrade** dialog box displays.

1. If you have a 68K application and you're upgrading to a 68K application, skip to step 2.

If you have a 68K application and you're upgrading to a PowerPC application, or if you have a PowerPC application already, you can specify which application to install from the **Platform** pop-up menu in the lower right corner of the dialog box. To install an application that will run on either a 68K or PowerPC computer, choose **Fat**.

Note: If you have both 68K and PowerPC applications in a Multi-Pak, your Upgrader will be configured to allow the number of PowerPC upgrades that you have purchased.

2. Specify which files to install by clicking to the left of the file names, selecting them with a check mark. Refer to Step 4 — Deciding What to Install/Upgrade as necessary.

3. Click **Upgrade**. The Upgrader collects any 3.3 files that are unnecessary for 4.0 and places them in an Old Items Folder inside the QuarkXPress folder. You can delete this folder later.
4. When the Upgrader finishes, return your system to its normal configuration by enabling any system extensions, control panels, or virus protection software that you disabled before upgrading.
5. Restart your computer before launching QuarkXPress.

Accessing Auxiliary Files After Upgrading

If you need auxiliary files that you did not install or upgrade, you can copy them from the QuarkXPress CD-ROM at any time. (For example, if you decide you would like to use the tutorial files, drag-copy them from the CD-ROM to your hard drive.) However, if you decide to install the Quark CMS XTensions software or the MS-Word Filter, you should run the Upgrader again and select only those options.

QuarkXPress Resources

- For information about changes to the software after the manuals were printed, see the *Addendum PrintMe* document in the Documents folder inside your QuarkXPress folder.
- If you are an experienced QuarkXPress 3.3 user, see the "What's New" resources provided with QuarkXPress. If you have access to the CD-ROM, you can view the *What's New – Interactive QuarkImmedia™* project. Otherwise, open the *What's New PrintMe* document in the Documents folder inside your QuarkXPress folder.
- If you are new to QuarkXPress, or want hands-on experience using the new features, consult the *Preview to QuarkXPress* book.
- Once you have begun working with QuarkXPress, consult the first three chapters of *A Guide to QuarkXPress* to clarify how a specific tool, palette, or command works. The remaining chapters within *A Guide to QuarkXPress* provide step-by-step instructions on completing specific tasks.
- For information about technical support in your area, see the Tech Support Information folder. The folder is in the Documents folder inside your QuarkXPress folder.



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