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# PDS Church Office 6 Installation Instructions

Before installing, make sure you have the required hardware, software, and software configurations on the machines that will house the PDS application files or the PDS database.

## System Requirements

The system requirements for PDS Church Office 6 are indicated in the following table.

Requirement	Minimum	Recommended
Operating System	Microsoft® Windows Vista™, XP SP (Service Pack 2), 2003 (SP1), or 2000 (SP4) operating system.	
Processor	Intel® Pentium® processor or equivalent.	1.5 GHz processor or higher.
Memory	512 MB	1 GB
Monitor	VGA color monitor (800 x 600 pixels or higher).	
Available Disk Space	150 MB. More storage might be required depending on the number of records you track. PDS products create data backups automatically; these backups require additional space.	
Multimedia Player	Adobe® Flash® Player (latest version).	

Requirement	Minimum	Recommended
PDF Reader	Adobe Reader® (latest version).	
Additional Storage Devices	CD-ROM drive for installation of the PDS software.	A CD-RW, DVD-RW, USB Flash drive, or other high-capacity, removable media device to which Windows® assigns a drive letter is ideal for storing data backups.
Printer		Windows-supported laser or ink-jet printer.
E-mail program		Microsoft Outlook®, or similar.

## Installation Instructions

Once you verify your system requirements, you can install PDS Church Office 6.

### To install PDS Church Office 6

1. On the main menu, click **Church Office**.
2. Under **Install the Program on This Computer**, click **Setup Church Office**.
3. In the **Setup - PDS Church Office** window, click **Next**.
4. Select the folder to which you want the program and data files installed, then click **Next**.
5. After the installation is complete, click **Finish**.
6. When the setup is finished, click **Back to the Church Office Menu**, **Back to the Main Menu**, or **Exit the Install Interface**.