# Updating to MTD Keystone 7.2

## Before You Install the MTD Keystone 7.2 Update

**STOP** Verify that all computers at your affiliate with Keystone installed are running Keystone version 7.1 before you install the version 7.2 update. The Keystone 7.1 update will not run on computers with versions of Keystone prior to 7.1.

Open Keystone on each computer and verify that version 7.1 is installed on each of them. You can determine whether version 7.1 is installed by looking at Keystone's opening screen (the last three numbers may vary).



If you are using Version 7.0, you must upgrade to Keystone 7.1 first. Any computer that is not currently running version 7.1 must be upgraded to 7.1 prior to running the version 7.2 update.

If you are on version 7.0 and need the 7.1 upgrade, go to the Product Downloads page on the MTD web site, and choose the *Keystone 7.1.659 Update*.

If you are on a version before 7.0, contact MTD Support.

If your computer has already been updated to version 7.2, you do not need to run this update.

Before you run the update, open Keystone on the first computer you will be updating, then open the Tools tab in the Keystone ribbon and click *ScanDb*.

Running ScanDb will ensure that your database has as few errors as possible before it is updated. You only need to run ScanDb on one computer if the database is shared by multiple users or computers.
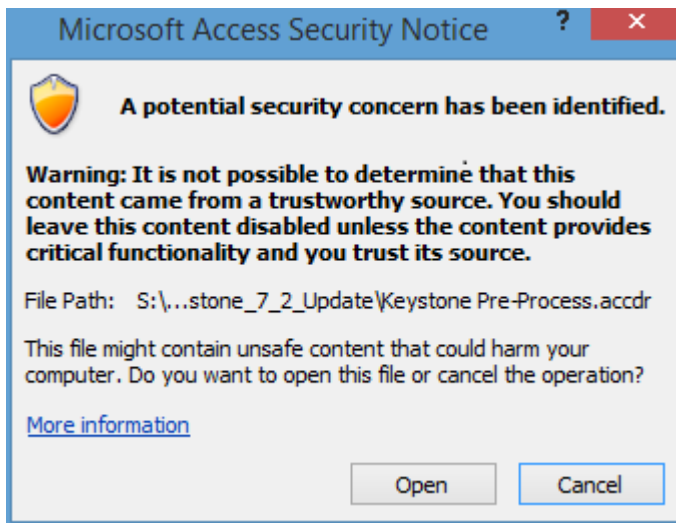
**Installing the MTD Keystone Update**

1. Verify that Keystone is not currently open on your computer or on any other computer on your network.

2. If you downloaded the version 7.2 update from the MTD web site: If you haven't already, right-click the *MTD_Keystone_7_2_Update.zip* file you downloaded and choose *Extract All*. The contents include files named *Keystone_Pre-Processor.exe* and *MTD_Keystone_7_2_Setup.exe.*

3. Double-click the *Keystone_Pre-Processor.exe* file within that folder to run it.
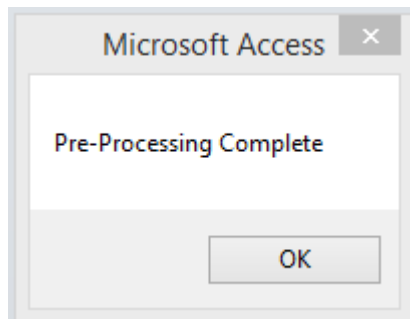


Click **Next** to continue.

The *Keystone_Pre-Processor.exe* may require permission to run.



Click **Open** to allow the program to execute.
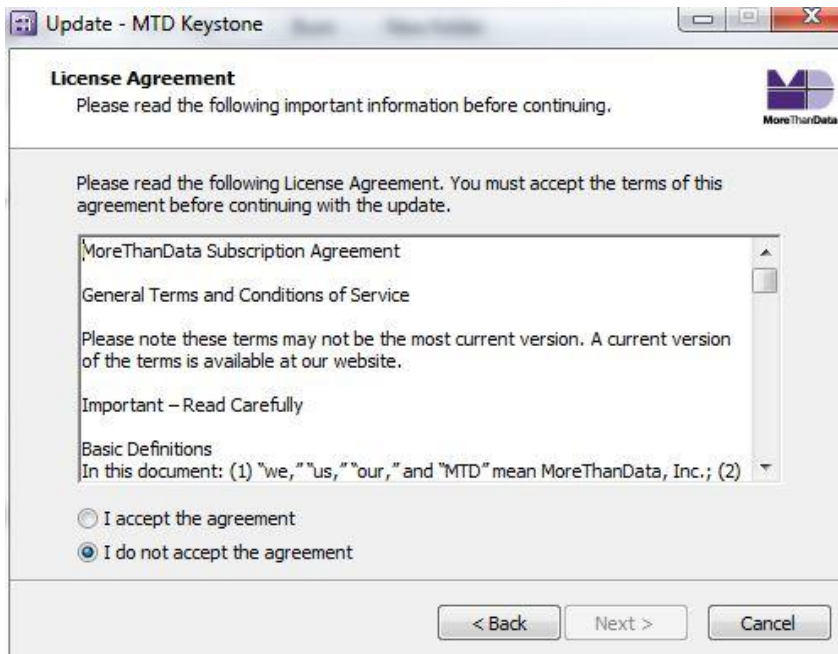
You will be notified that the program is done.



Click **OK**.

4. Double-click the *MTD_Keystone_7_2_Update.exe* file within that folder to run it.



5. Continue through the initial installation steps by following the on-screen prompts and clicking **Next** at the bottom of each screen.

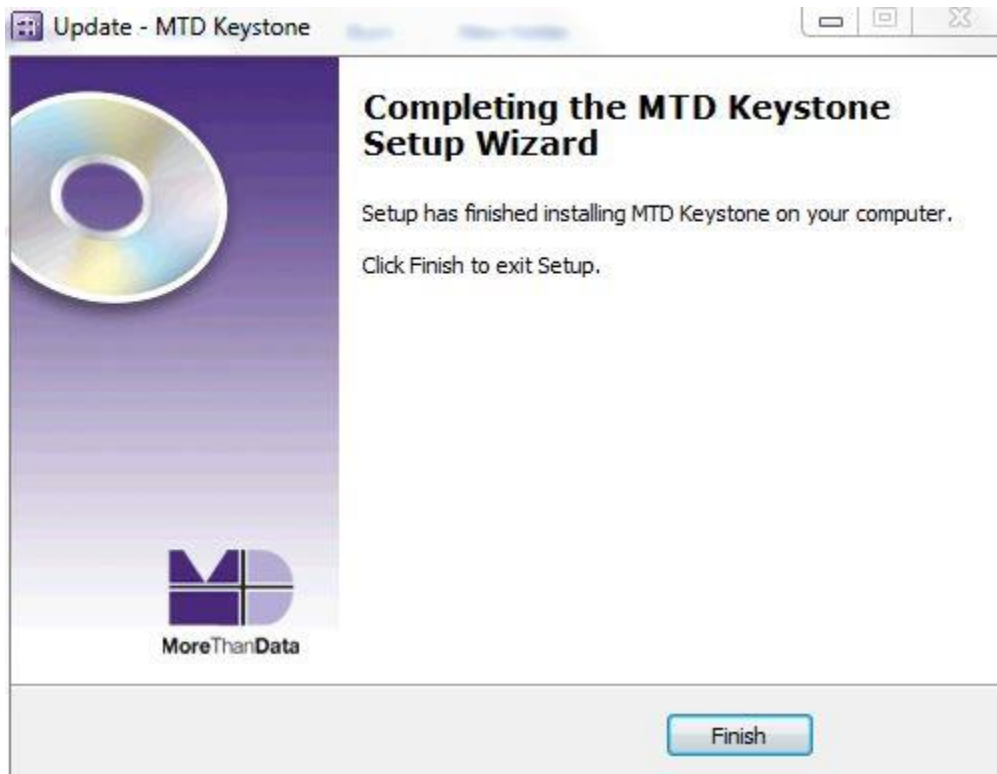   You will be asked to accept the License Agreement:

This Update installation will perform a database correction utility to address an issue with the assignment of an FRA to a donation where the assigned FRA was later deleted. Keystone has been corrected to prevent an FRA from being deleted if it has been assigned to any donation. This utility can take a while to execute but will only be executed when the first computer is being updated..

You will be notified when the update is complete with a message indicating



Click **OK**



Click **Finish**.

6. Follow the directions on each screen in the update wizard until you see the Finish screen. At that time, click the **Finish** button to complete the update process.

7. Open your newly-updated Keystone program, then open the Tools tab in the Keystone ribbon and click *ScanDb*.
   You only need to run ScanDB on the first computer you update.

8. Next, open the Finances tab in the Keystone ribbon and click *Update Mortgage Status*. This runs the Status update. You only need to run the Status Update once and only on the first updated computer.

9. Close Keystone.

10. Run the Keystone 7.2 update once on each computer that has Keystone installed. If you have multiple users on a particular computer, you will only need to run the update once on that computer.

It is not required that you download the update file again from the MTD web site for each computer. We recommend you save the *MTD_Keystone_7_2_Update* files in your shared *MoreThanDataSBE* folder so you can readily access the update from each computer on your network.

If you need to perform a completely new install of Keystone on another computer or for another user, visit http://keystoneinstall.morethandata.org for instructions.