

**This document includes step-by step instruction to install OTTER 2017.
The installation process is based on the OTTER 2016 program version you currently have.
Please read the information below before starting the installation process.**

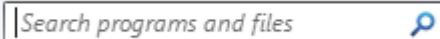
- A. If your current version of OTTER is **2016.3.1, 2016.3.2 or 2016.3.3** you must **uninstall** this version before you download and install OTTER 2017. You can find the OTTER version number in the lower right hand corner of your OTTER window. **Please follow steps 1 to 18 below.**
- B. If your current version of OTTER is not one of the versions listed in A. above, you can download and install OTTER 2017 using the new installation process, which does not require the uninstall process. **Please follow steps 7 – 18 below.**

UNINSTALLING OTTER (for Version 2016.3.1, 2016.3.2, 2016.3.3 ONLY) - Steps 1 to 6

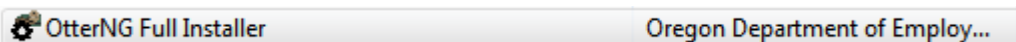
1. Select on Start



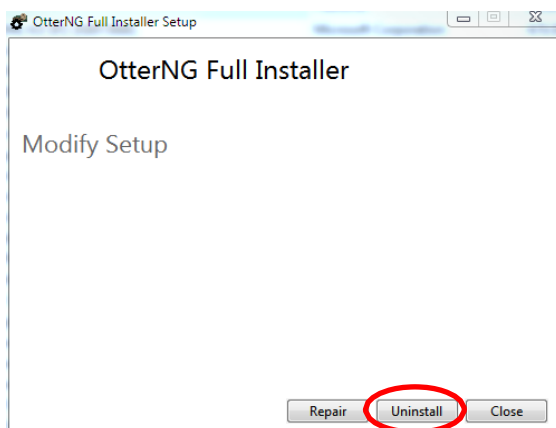
2. In the Search Programs & Files box
Type in **“Programs and Features.”**



3. After the program is located, select the Programs and Features program to open the program window.
4. Locate **“OtterNG Full Installer”** and double click. (This is the ONLY file that needs to be **uninstalled**).



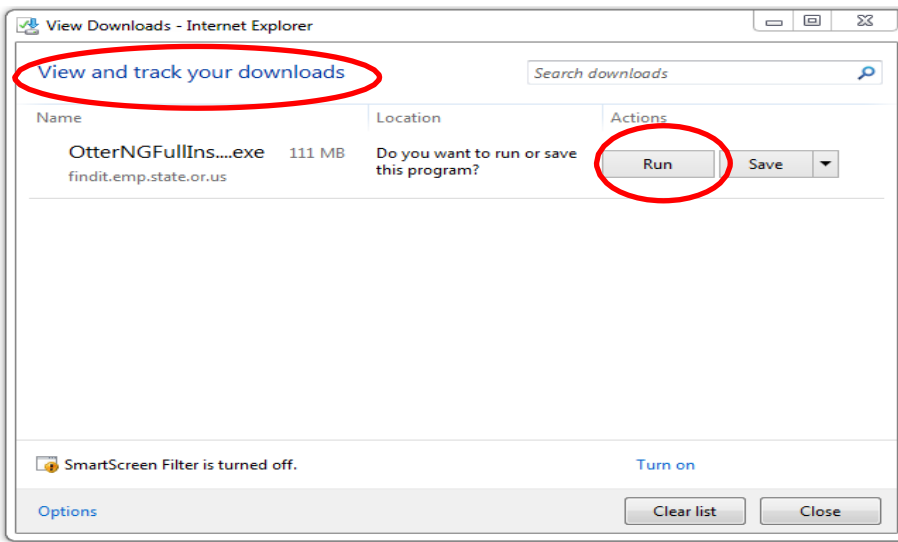
5. When the Setup box displays, select **“Uninstall.”**



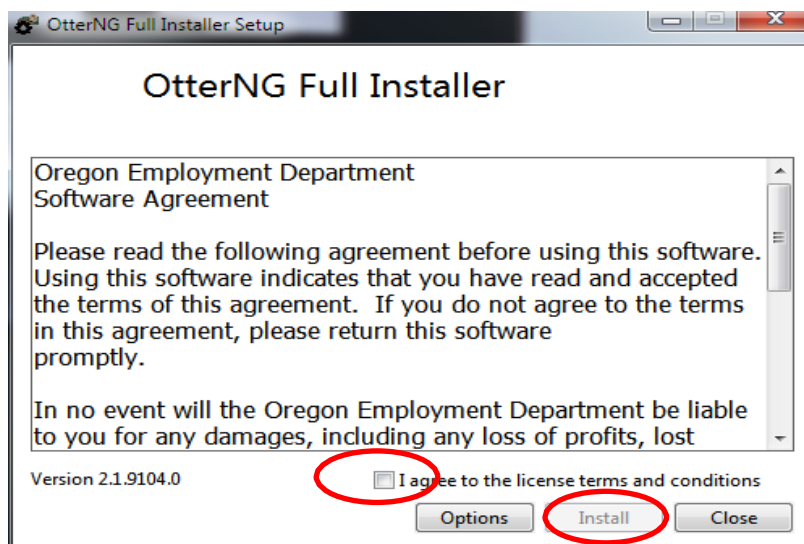
6. Once the **unstill** has been completed, select “**Close**.”

INSTALLING OTTER 2017 - Steps 7 to 18

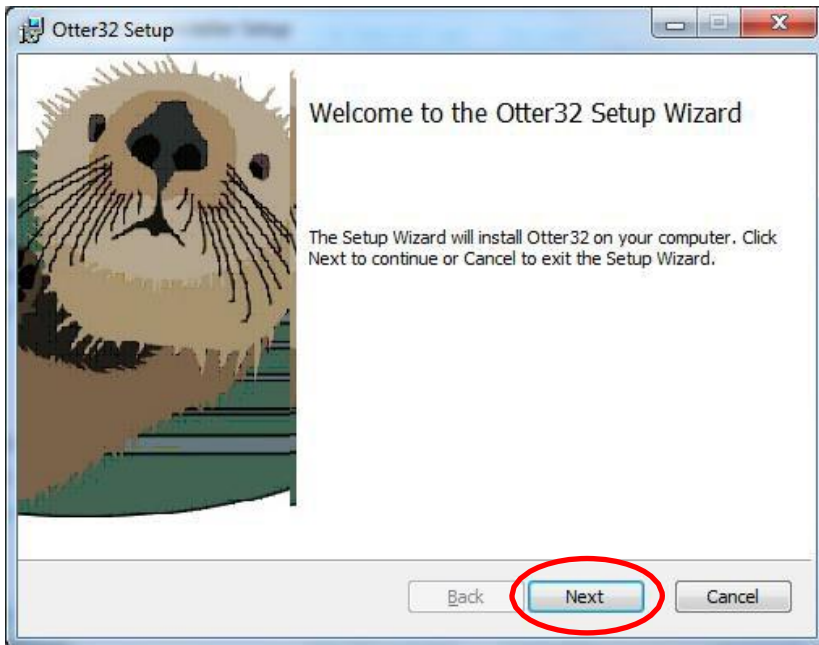
7. Select Download OTTER 2017 from the **Download OTTER Section**, located in the **Resource Center** in the OTTER page.
8. When the View Downloads dialog box opens and the file has completed downloading, select “**Run**” next to the file named “OtterNGFullInstall.exe.” If the Download dialog box does not open automatically, you will need to access the download dialog box manually in the ‘Downloads’ folder on your computer.



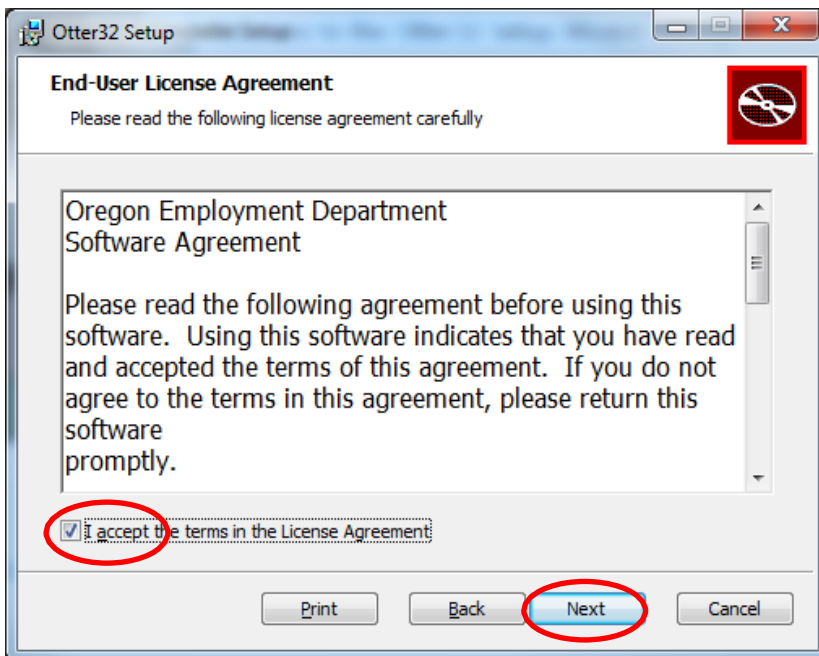
9. When downloading OTTER 2017, your operating system may give you warnings as this is an executable file. If you wish to install and use OTTER 2017, you must select the option that continues the download. This could be “Run,” “Yes,” or “Ok.” You won’t be able to install OTTER 2017 if you cancel or stop the download process.
10. The OTTERNG Full Installer will begin.
11. Read and accept the license terms and conditions. Then select “**Install**” to start installing any prerequisite files that are needed to allow OTTER to run correctly.



12. The OTTER software installation process will start. Select **“Next”** to continue.

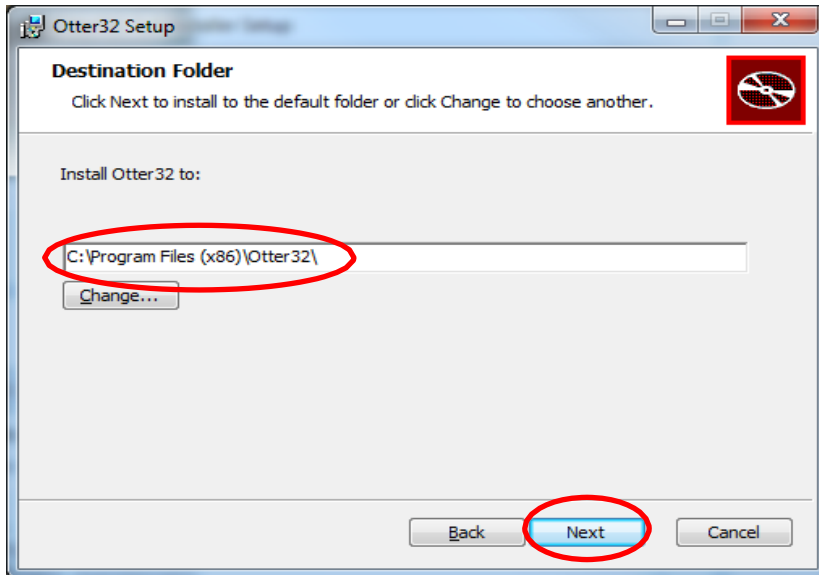


13. Read and accept the End-User License Agreement. Select **“Next”** to continue.

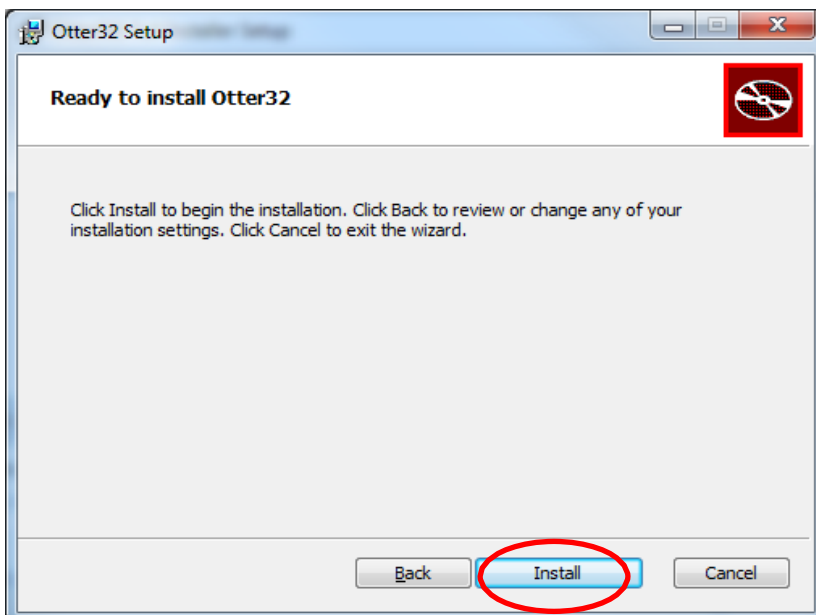


14. The default installation path is C:\Program Files (X86)\Otter32 for Windows 64-bit systems. Select “**Next**” to continue.

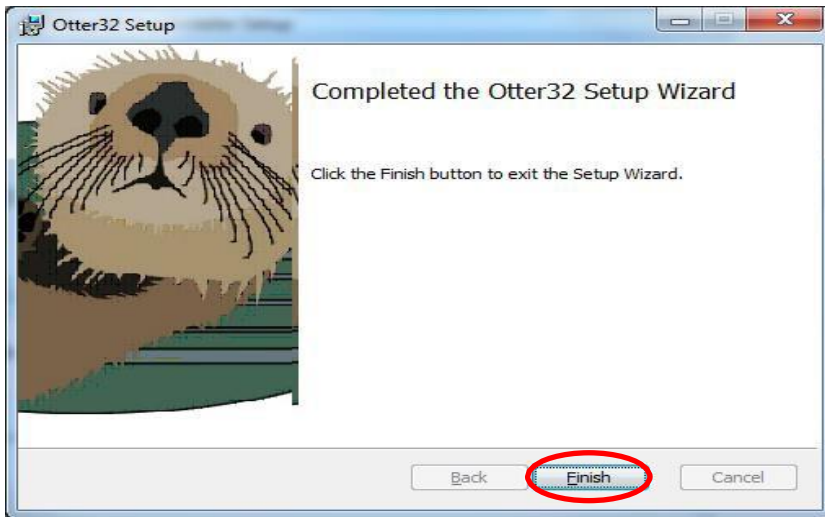
Note: To install to a NETWORK, please follow the Network Installation Instructions provided on the OTTER Home Page, Resource Center.



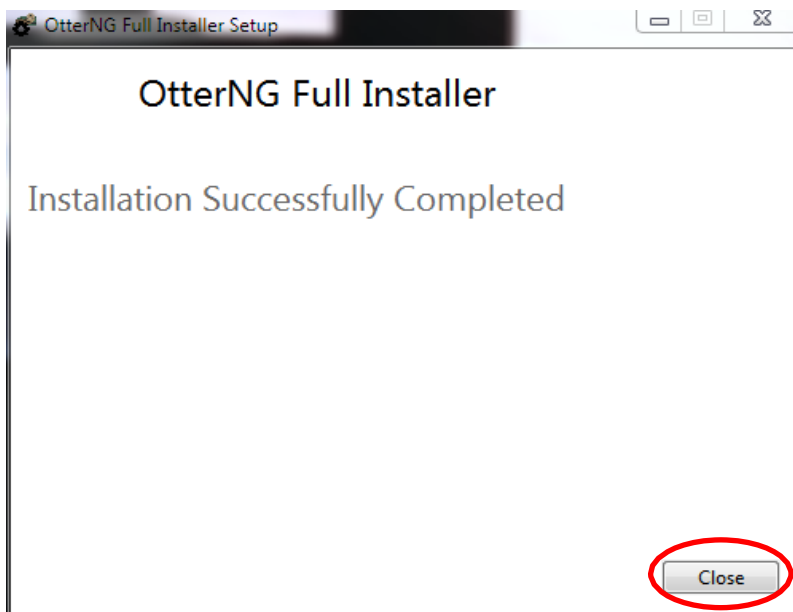
15. OTTER is now ready to complete the installation. Select “**Install**” to continue.



16. You have now successfully completed the installation of OTTER. Select **“Finish.”**



17. Select **“Close”** to exit the installer.



18. OTTER 2017 was successfully installed and it is ready to use!