



# Batch Guide

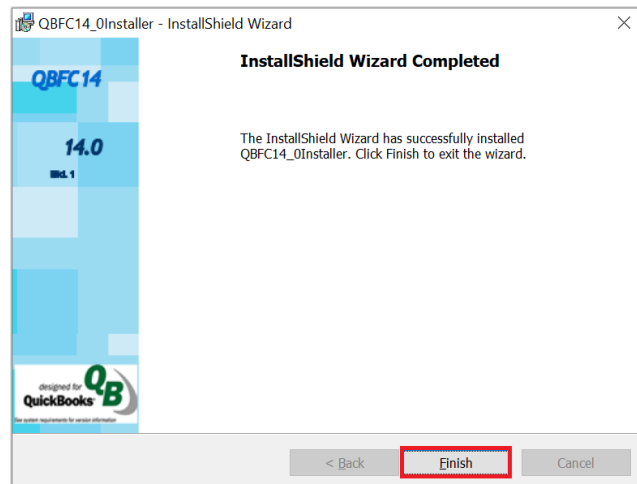
Name:	BatchSync Download & Install
Date:	27 March 2020
Version:	1.0
Description:	This document will explain how to download and install the BatchSync software using either Google Chrome or Microsoft Edge. The BatchSync app is only compatible with computers running Windows.
Prerequisites:	Installation of BatchSync Installer

If you have not downloaded and installed BatchSync Installer, do so now.

Installer Link: [https://www.batch.co.uk/web/downloads/QBFC14\\_0Installer.exe](https://www.batch.co.uk/web/downloads/QBFC14_0Installer.exe).

To download and install:

1. Click on the above link to download, then run the installer by clicking on the downloaded file link that appears at the bottom of your screen or in your download folder
2. When prompted to choose whether you want the application to be able to make changes, select 'Yes'
3. The installer will take a minute or so to install. After it is complete, you'll be asked to finish:



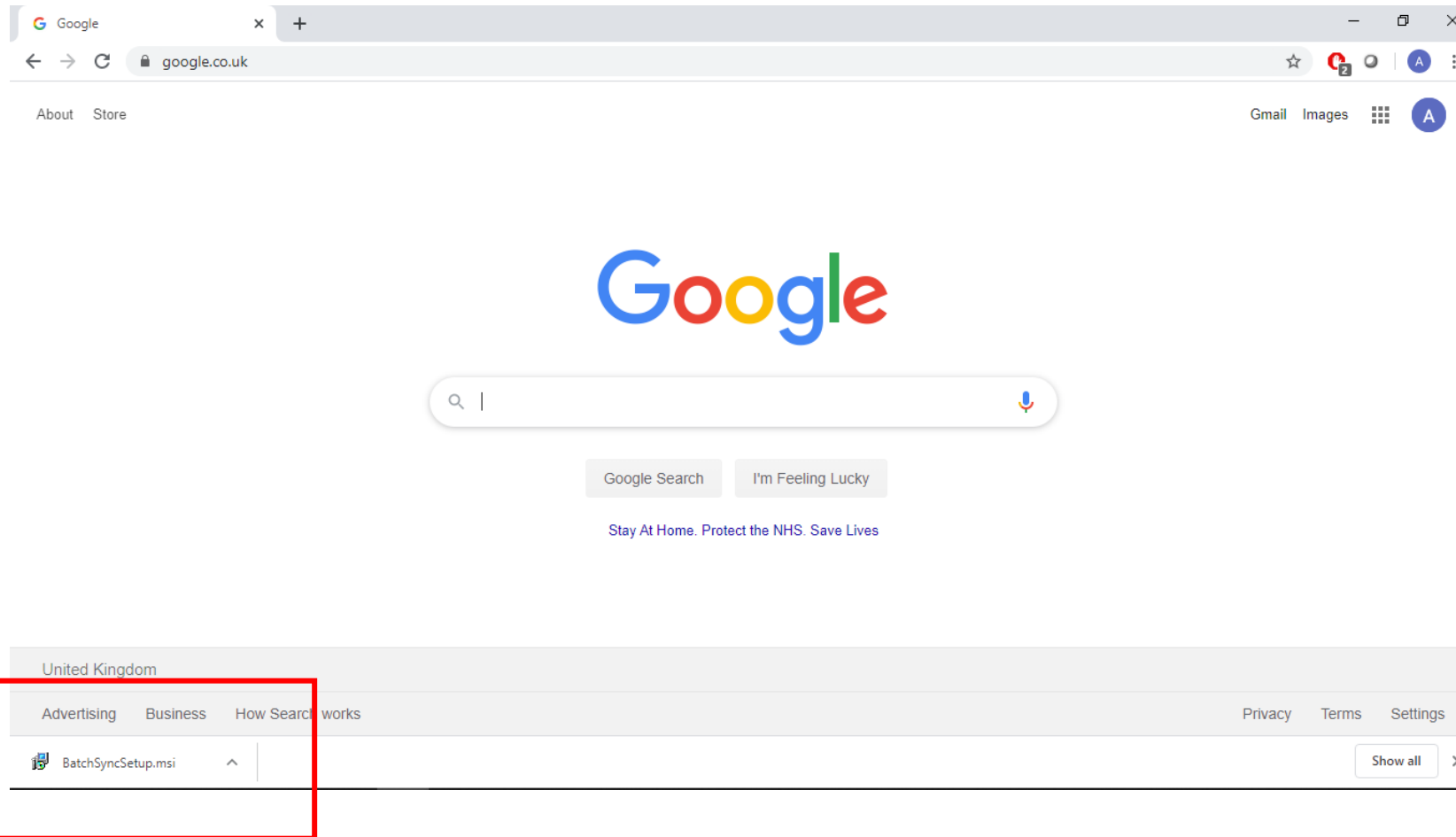
## **BATCHSYNC APPLICATION DOWNLOAD LINK**

After you have downloaded and installed BatchSync Installer, it is time to download and install the application itself. To get started, click on the link below to download the application itself and then read on:

[www.batch.co.uk/web/downloads/BatchSyncSetup.msi](http://www.batch.co.uk/web/downloads/BatchSyncSetup.msi)

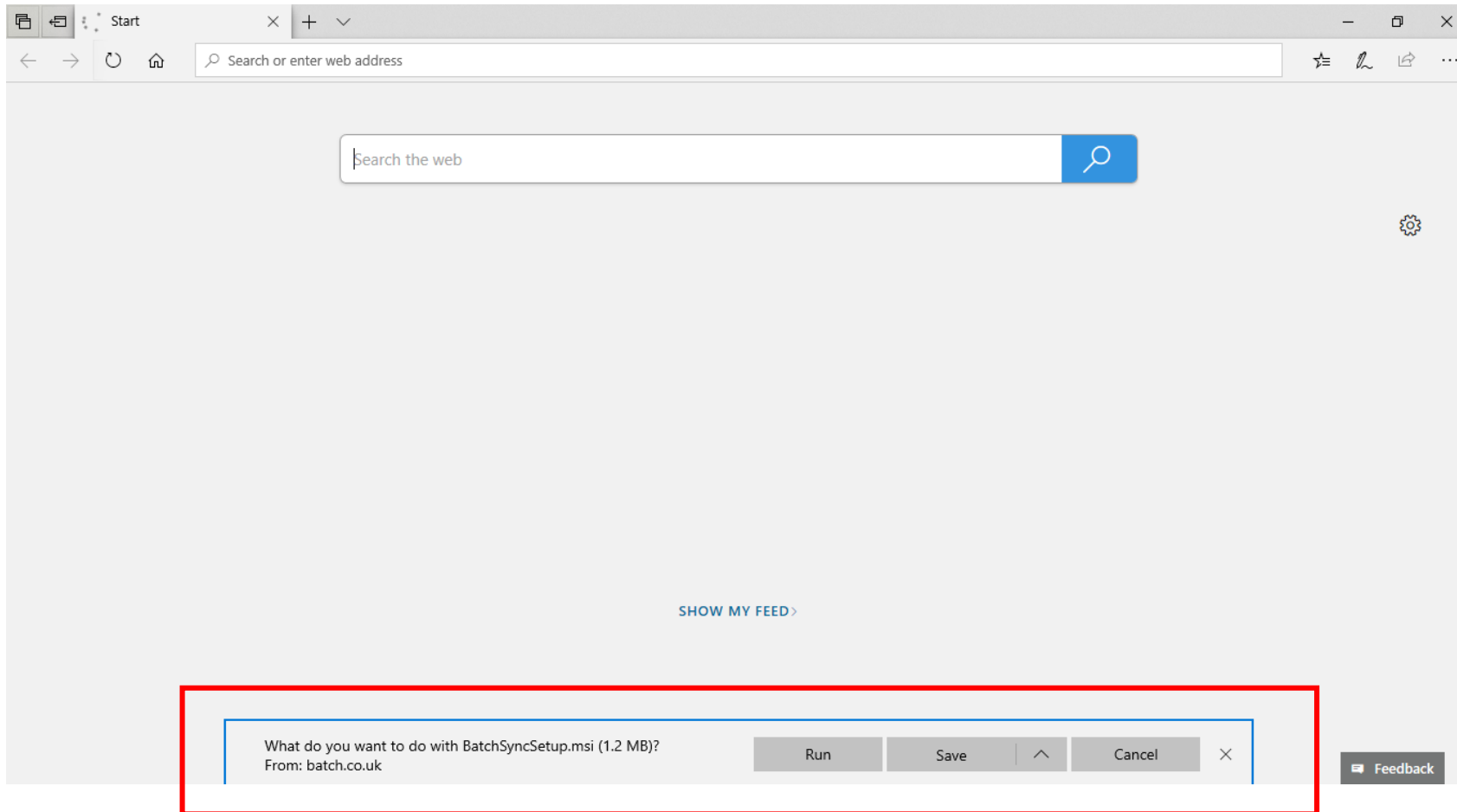
## DOWNLOADING BATCHSYNC USING GOOGLE CHROME

Once you have clicked the [download link](#) to get started, the BatchSync file will download and appear at the bottom of the page. You can then click the icon to begin installing the software.

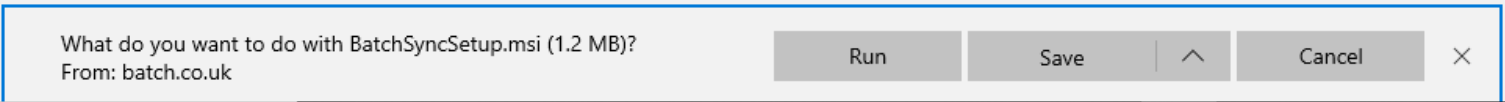
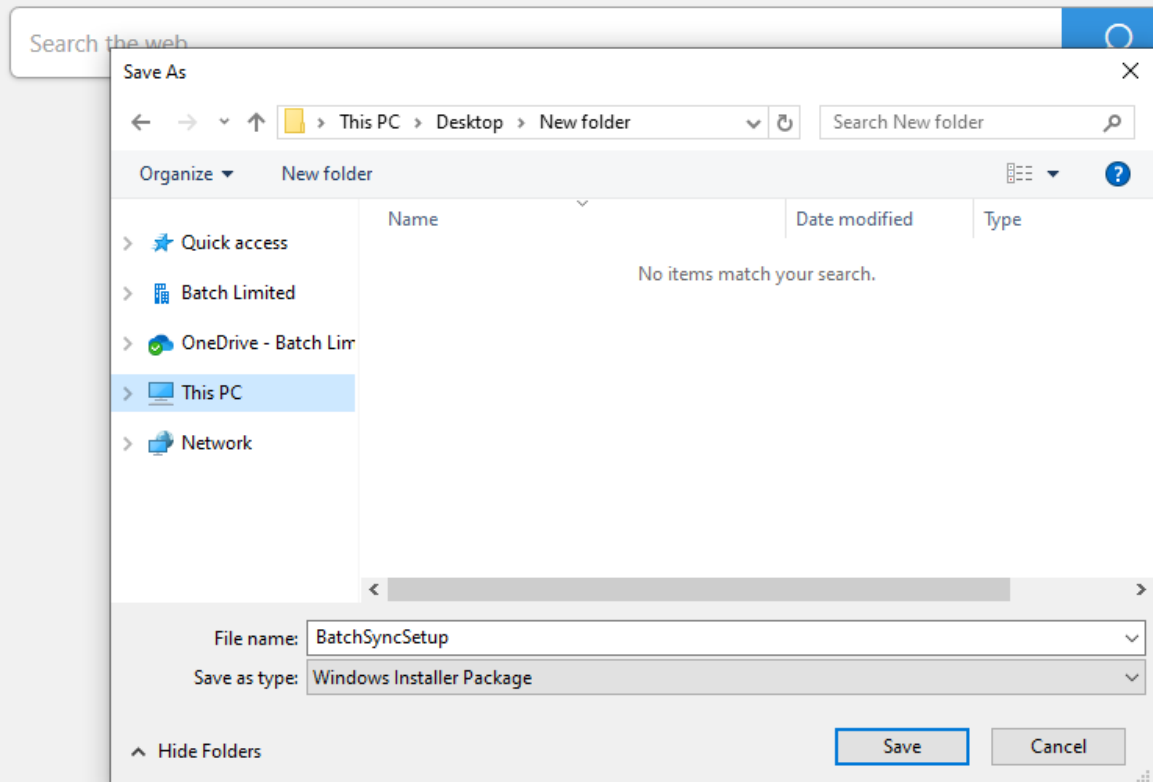


## DOWNLOADING BATCHSYNC USING MICROSOFT EDGE

Once you have clicked the [download link](#) to get started, the pop-up in the below screenshot will appear in Microsoft Edge.



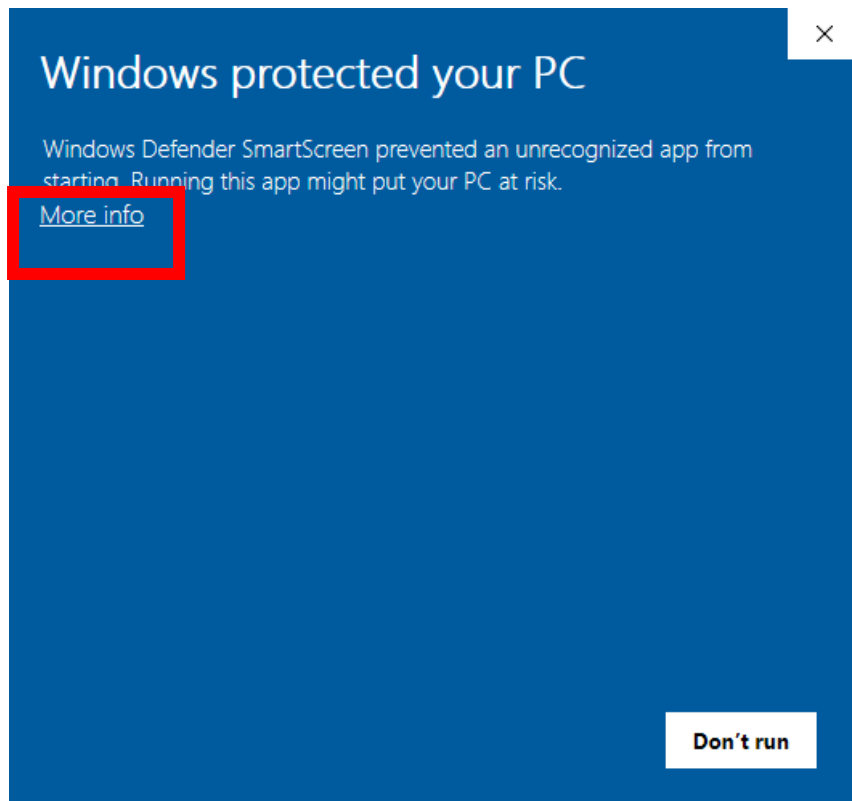
You have the option to 'Save' to your preferred destination on your computer as shown in the screenshot below or you can 'Run' the file from this pop-up. For the latter, click 'Run' instead of 'Save'.



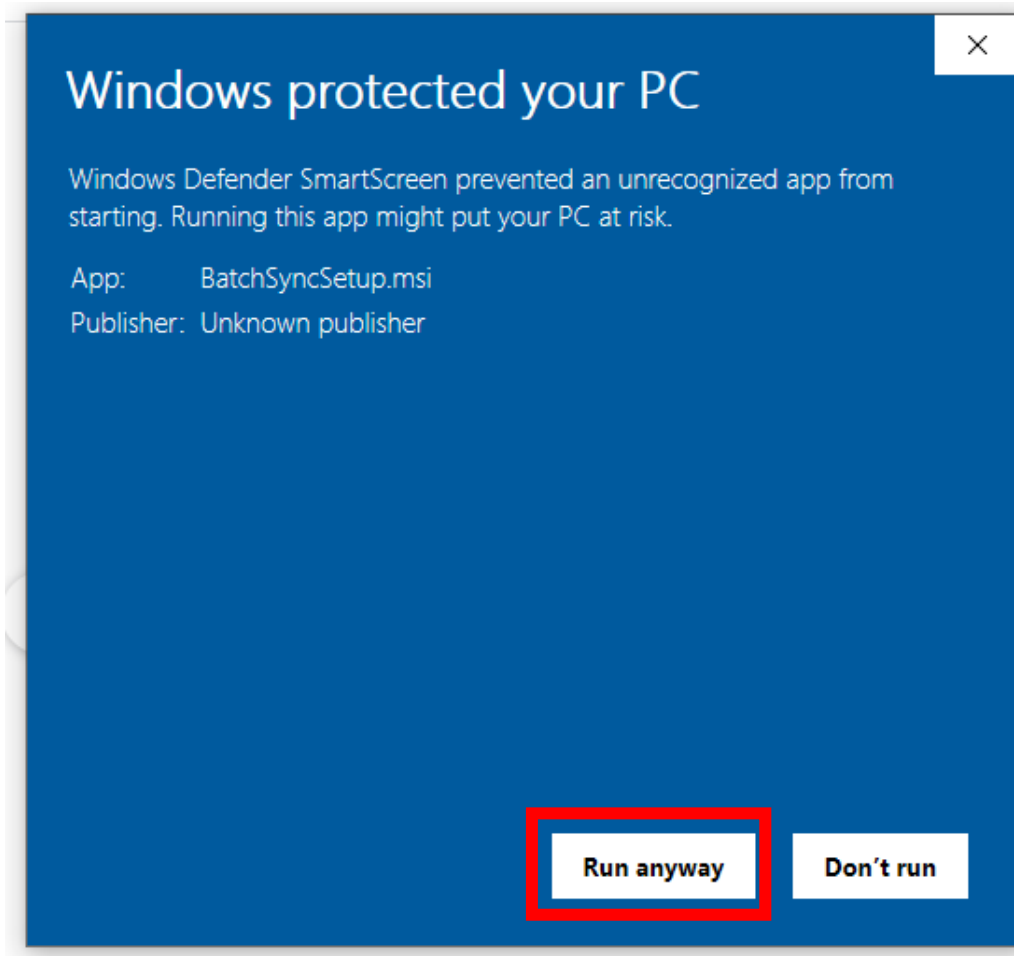
## INSTALLING BATCHSYNC

Now that you have downloaded the software, the steps below will explain how to install the software. Find your downloaded file and double-click on it to Run. [If you're using MS Edge and selected 'Run', the process has already started.

After you have clicked to run the BatchSync application, a Windows Defender dialog box will pop up. **Click 'More Info'.**



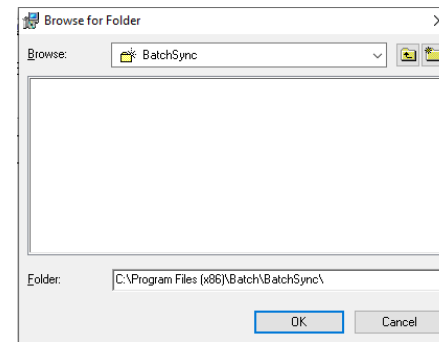
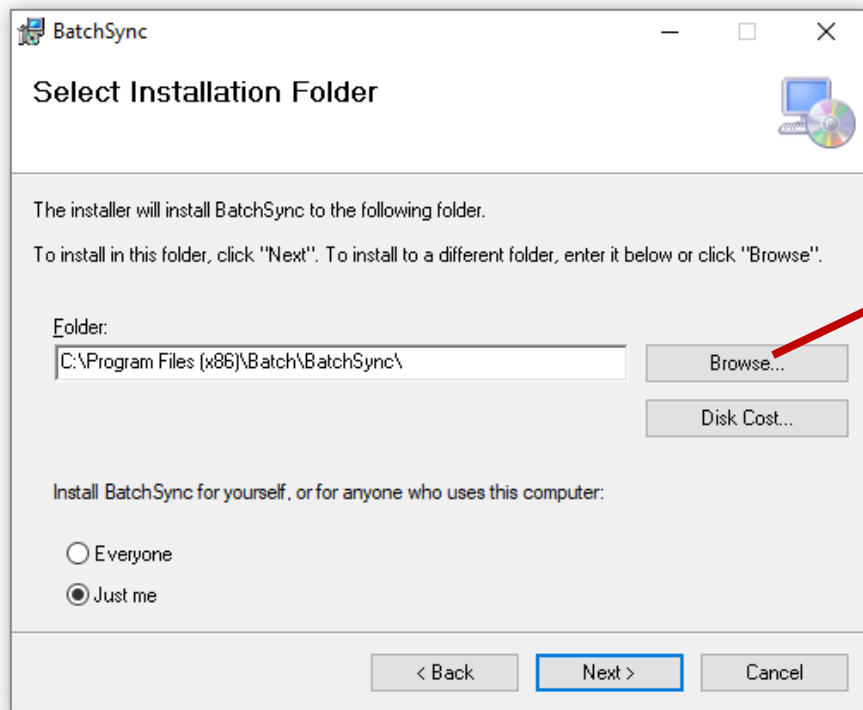
Now you have the option to run the software. Click 'Run anyway'.



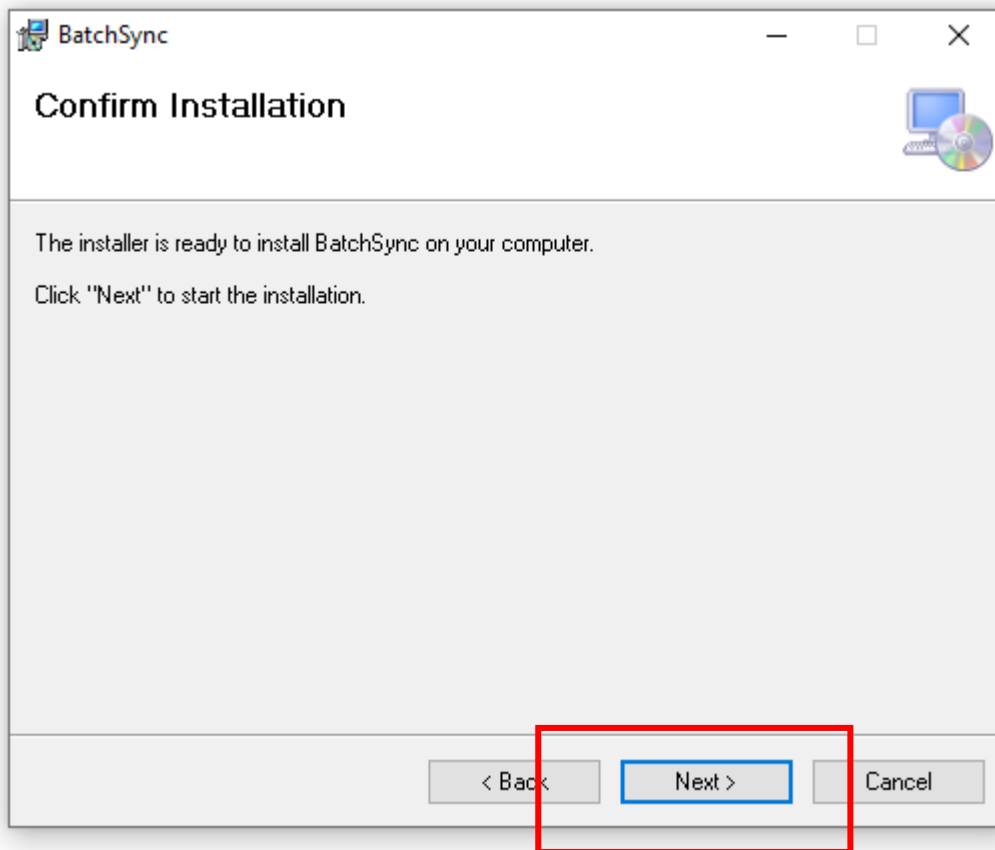


Next, select the installation folder.

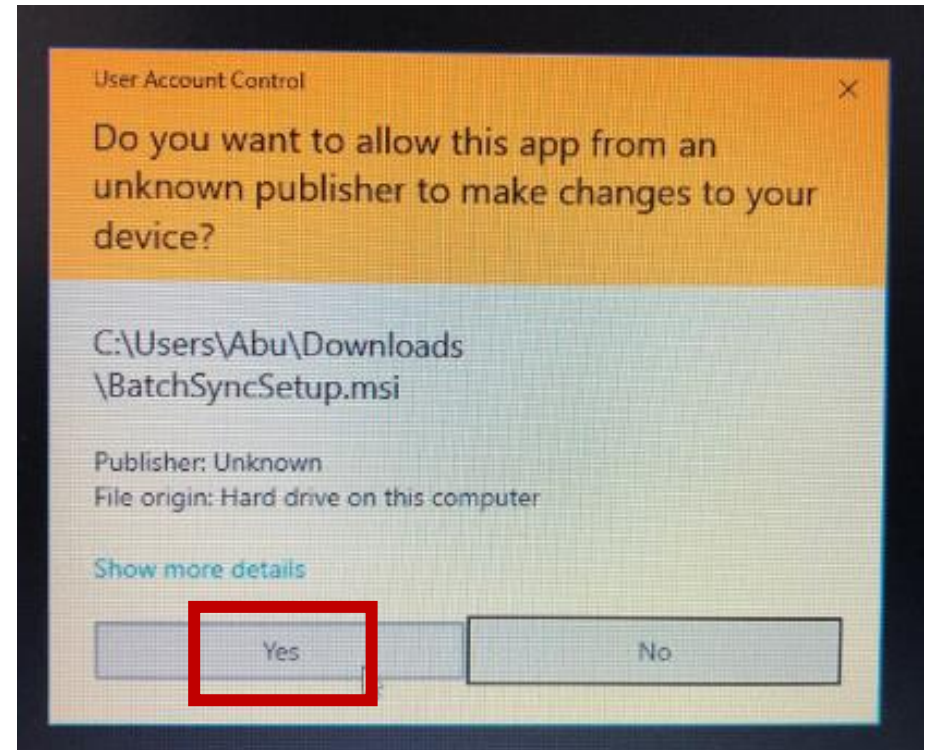
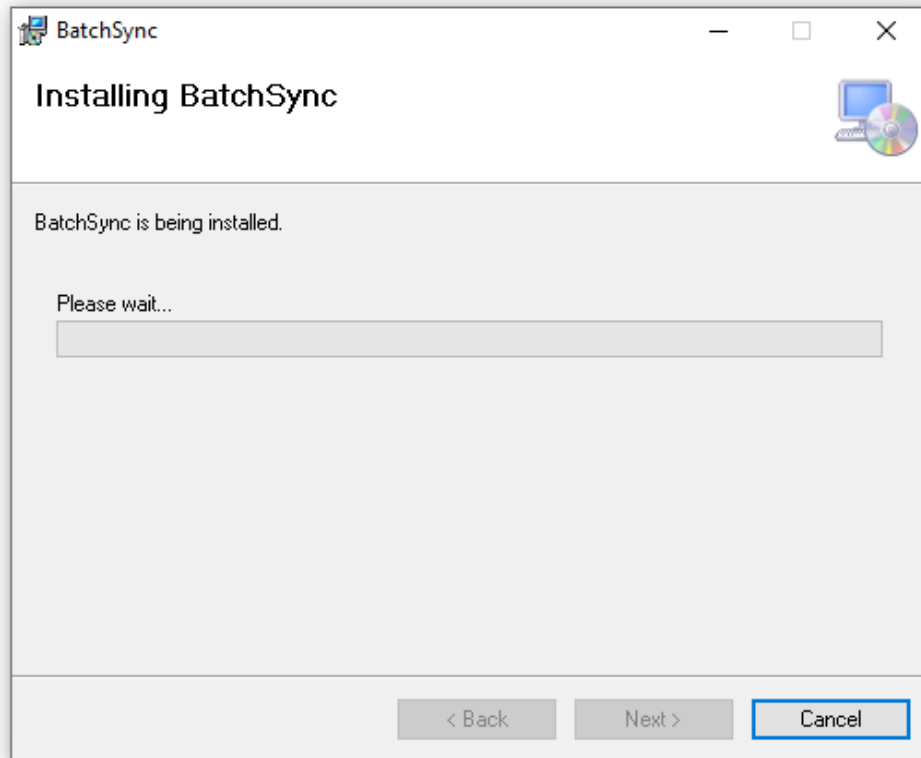
You can install in the default location or select Browse to choose a preferred location. Once you have your file destination set, select whether you want to install BatchSync just for your account or for anyone who uses the computer. Click 'Everyone' or 'Just me' and then click 'Next'.



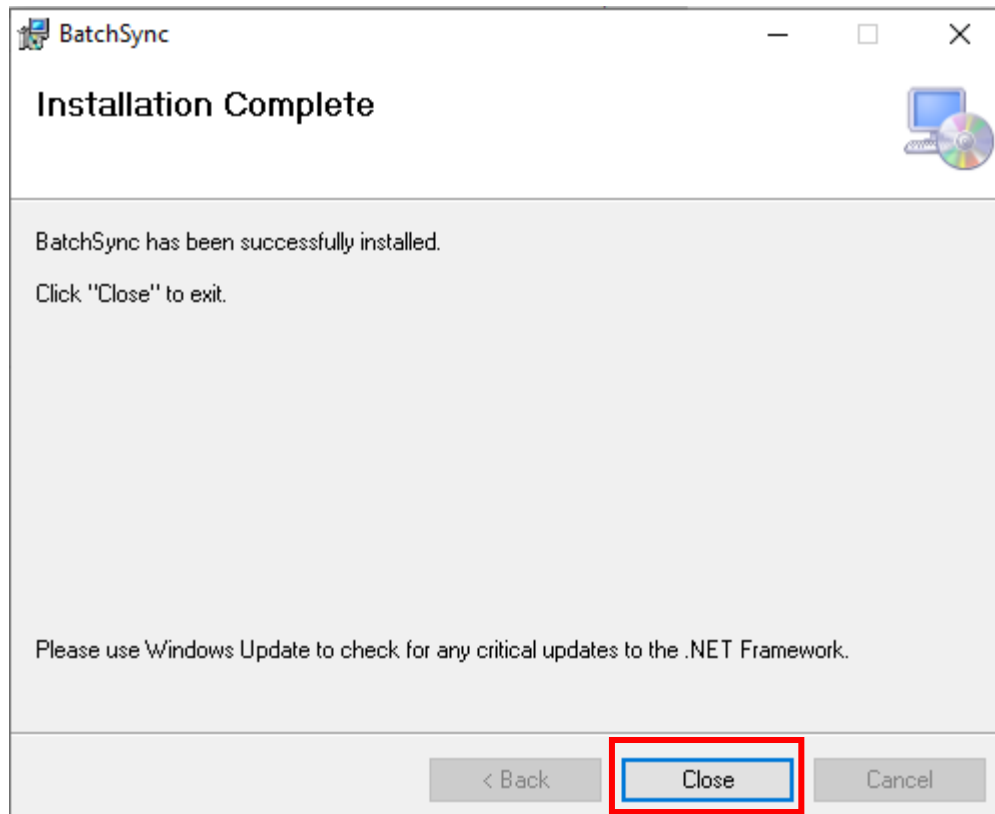
Confirm the installation by clicking 'Next'.



The User Account Control pop up will appear. Click 'Yes' to continue installation



The installation will take a minute or two. When the installation is complete, you can now click 'Close'



Congratulations! You have now successfully installed the BatchSync application. To learn how to launch and set-up BatchSync to transmit your transactions, please see our *BatchSync User Guide*.