

## **Procedure: How do I install Evolution**

The user will:

- open [www.completepayroll.com](http://www.completepayroll.com)
- click **Support**
- click **Downloads**
- click **Download Evolution Remote**
- in the pop up window, click **Run**

NOTE: This may take a couple of minutes depending on the speed of the internet connection. Depending on which web browser you are using, you may be asked to Save/Run/Download. You will want to Run if prompted or Save and then run the installation file.

- follow the onscreen instructions in the Installation Wizard pop up window
  - when prompted, use the default settings by clicking **Next**
  - click **Finish**
- double click on the Evolution Client icon that was created on the desktop
- enter assigned **Login ID** and **Password**
- enter **Server:** payroll.completepayroll.com,backup.completepayroll.com
- pull in “T1” to the **Compression** drop down
- at the lower right, click **Settings**
- pull in “443” to the **Evolution Server Port** drop down
- click **OK**
- click **OK**
- click **OK** when prompted, “Autoupdate process has finished successfully...”
- enter assigned **Login ID** and **Password**
- click **OK**

NOTE: If you have errors after trying to follow these instructions, please reach out to your Customer Service Representative.