

UPDATE 2007 PAYROLL TO ACCOUNTANT LINK (PAL)

These instructions are for clients who used PenSoft Payroll Plus in 2006. PAL is the bridge which links PenSoft Payroll Plus Export file to Telfarm for Windows Accountant.

Included with the 2007 PAL Update

- Adapted to PenSoft's 2007 version
- Continued Telfarm phone support for Payroll questions
- Instructional workshops for Payroll topics by Telfarm staff
- Special features and instructions specifically for Telfarm agricultural businesses

How to Update

1. Close all running programs
2. Insert the Telfarm Payroll to Accountant Link (PAL) 2007 CD
3. Wait - It should start automatically
 - a. If it does not start automatically
 - Click Start
 - Click Run
 - Browse to the CD drive
 - Click Update
4. Click the "UPDATE" button
5. Accept the preloaded answers
6. When complete the Telfarm PAL or Track icon remains on the desktop. It is not necessary to change the name of the icon, but if you wish you can change it to PAL.
 - a. Right click on the Telfarm or Track icon
 - b. Click Rename
 - c. Type Telfarm PAL
 - d. Press enter

IMPORTANT: After you have **INSTALLED** PenSoft for 2007, open PAL and click the Configure button. Add your Telfarm number and owner number to each company so the Telfarm Link will know where to find the 2007 PenSoft Export file.

UPDPAL07.DOC