

**Please follow the instructions below to download and install ActiveSync:**

If you have a Microsoft Vista operating system, you can not install the updates as the *ActiveSync* programme does not work with Vista.

If you do not have *ActiveSync*, you may download it **free** of charge from Microsoft Download Centre, by double clicking the following link as this is essential for the update.

<http://search.microsoft.com/results.aspx?mkt=en-US&setlang=en-US&q=active+sync+4.2>

Please click on “**Download details: ActiveSync 4.2**”.

On the next page, please click “**continue**”, where it says “Registration Suggested for this Download”

You **don't** need to register. Just click on “no I don't want to register. Take me to download”, and click on continue.

When the new page opens, please scroll down to find “setup.exe”, file size 6.9 MB and click “**Download**”

The file download window will appear and ask you “Do you want to run or save this file?”  
Always click on “**run**”

After you have downloaded *ActiveSync*, you will be asked again to either **save** or **run** the programme. You should always select **run** where it will then automatically install *ActiveSync* onto your computer. You will then need to **restart** your computer before you can use the *ActiveSync*.