

# How to Remove PerioPal from Your System:

## Existing Users:

If you are upgrading your systems in any way, please perform the following steps:

- 1 Locate your PerioPal System ID
- 2 Locate the DataGrabber registration number if you have it installed.
- 3 Back up the `practice_data_mdb` file
- 4 Back up `PPserver/Reports` Folder

## New Users:

**1 Go to My Computer: Locate the C Drive:** (or network location)

- a. Delete the PPserver Folder
- b. Open the C:Program Files Folder > Delete the PerioPal folder

**2 Go to Windows START > Control Panel > Add and Remove Programs:**

- a. Remove the ppPDF (nova printer) program. (this takes a few minutes)
- b. Remove the SAPI voice program.

**3 Go to your desktop > Delete the PerioPal Icon.**

**Note:** You can now download a new copy of PerioPal. If you try to download an additional copy of PerioPal without completely removing PerioPal it will cause problems when you try to print a report.

## Additional Downloads:

If you wish to download an additional copy of PerioPal you must register the program with a different name. **PerioPal will not let the same name register twice.**