**Instructions for updating J-Pac in 4D Server environments**

1. Download the new J-Pac 5.4db file from jordanpropeller.com/updates/Jpac\_5.4DB.zip – you may wish to do this from your server; if you do it from a computer that is not hosting your 4D server, you will need to transfer it via thumb drive or some other method.
2. Find the downloaded file and extract it by right-clicking on it and selecting the “Extract All” option.
3. Log everyone out of J-Pac and shut down 4D Server on your server computer. This means either closing the 4D Server application, or if you are running 4D Server as a service, you'll need to open the services control panel and stop the 4D Server service.
4. Locate your current active J-Pac directory on your server computer's hard drive. It is likely in a folder at the root of the boot drive (C Drive) named 'J-Pac 5'.
5. There is a file in this folder titled 'Jpac 5.4DB' and another file that has a suffix of '.4DD'. Verify that the modification date of the .4DD file is consistent with your recent use of J-Pac. In other words, if the most recent time that you used J-Pac was yesterday, then the modification date of the .4DD file should be yesterday's date.
6. If you are unable to locate a folder matching this description, please contact J-Pac technical support.
7. Take the file already in this folder with the suffix ‘.4DB’ and archive it in a location of your choosing. If you don't have a preference, create a folder called 'Prior' in your J-Pac directory and move the .4DB file to that folder.
8. Take the new structure file (.4DB file) that you downloaded in Step 1 above and place it in your J-Pac directory. *Note: The file you downloaded will be a ‘.zip’ file. You'll have to right click on the zip file and extract the .4DB file as noted in Step 2. It is the extracted file that you will want to use.*
9. Re-launch 4D Server. If the application prompts you for a file to open, select the new Jpac 5.4DB file that you just copied into your J-Pac directory.