

BCC Mail Manager Table Update

Overview

The Table Update can include files in the 'Presort Tables' and 'Data Files' folders, Help files, and the CASS Early Warning System (EWS) data file. (The EWS file is used to prevent 'new' addresses that are not present in the current ZIP+4 database from being changed to an incorrect address when encoded.)

Installation

- From the Software Downloads page, <u>https://portal.bccsoftware.com/support/SoftwareUpdates.aspx</u>, click the Downloads link to access the Table Update for the current or previous.
- 2. Click the version link in the row labeled Table update, in the Mail Manager or Mail Manager Full Service section of the Downloads table.
- 3. Save the update to an accessible folder, such as the default Mail Manager Installation folder (C:\BCC\<folder name>).
- 4. After downloading the update, locate the update with Windows Explorer (C:\BCC\<folder name>\tableupdateYYYYMMDD.exe, where YYYYMMDD represent the date of the update) and double click the file.
- 5. Click **Yes** to begin the update. The files in the update will be installed in the appropriate Mail Manager folders.
- 6. When the update is complete, click **Done**.

The updated files will be used the next time that Mail Manager is opened.

Refer to the Table Update release notes for a summary of the files updated.

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