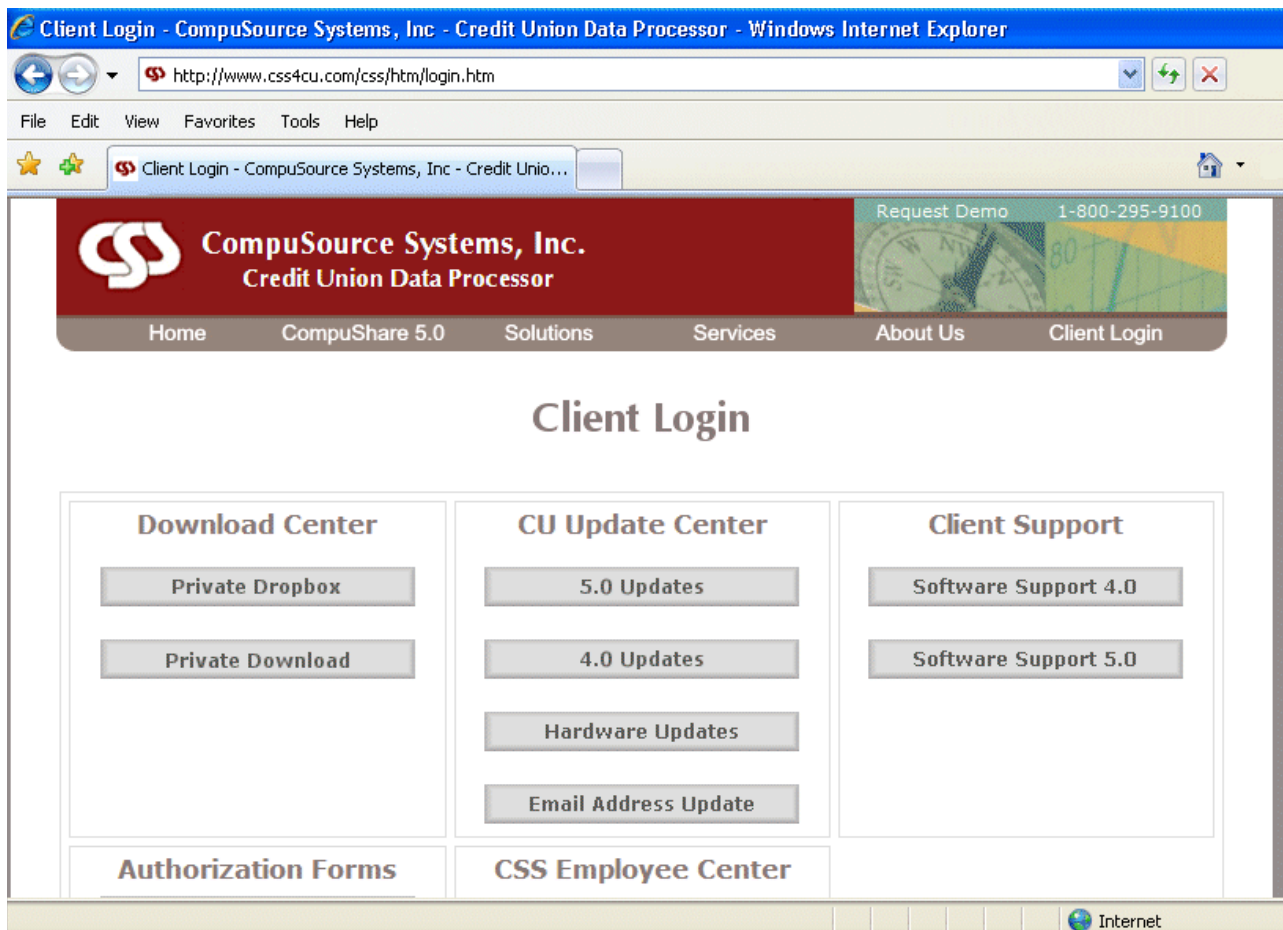


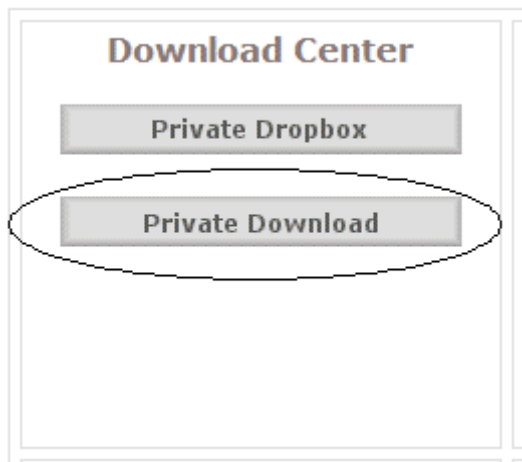
CREDIT UNION DOWNLOAD PROGRAMS FROM CSS SECURED SITE

Log on to CompuSource Web Site: [\[www.css4cu.com\]](http://www.css4cu.com)

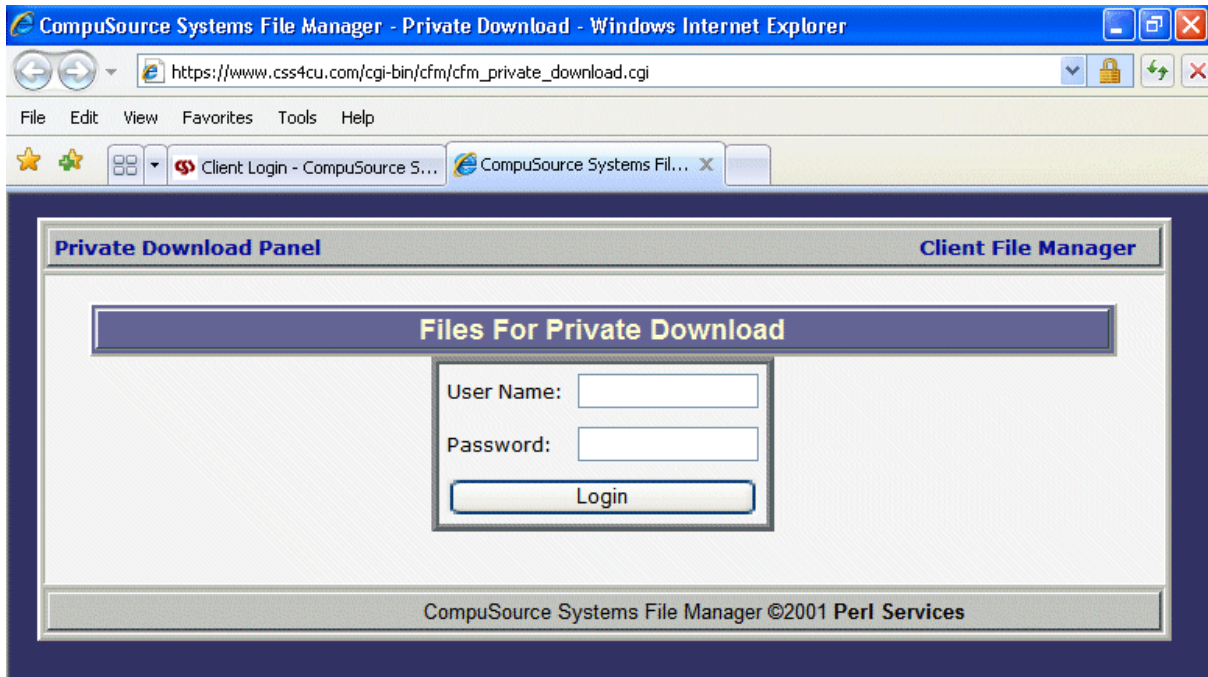
1. Click - **[Client Login]**



2. Click - **[Private Download]**



3. Enter the User Name and Password you were provided with from CompuSource.

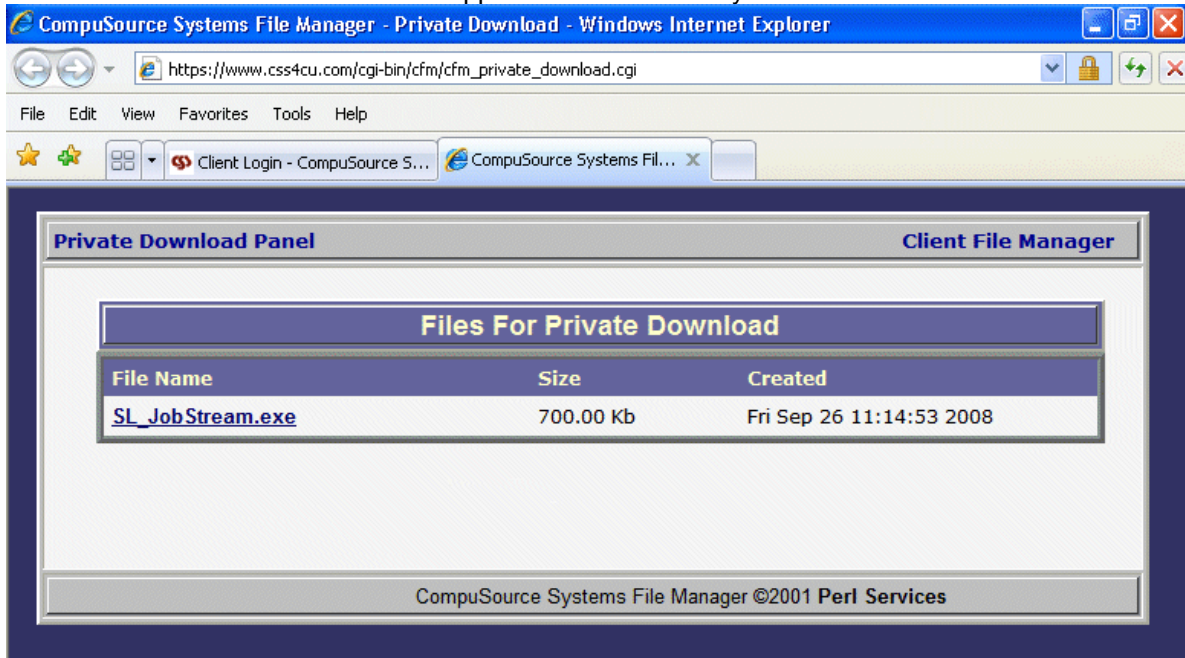


User [] (Provided by CSS Customer Support Rep.)

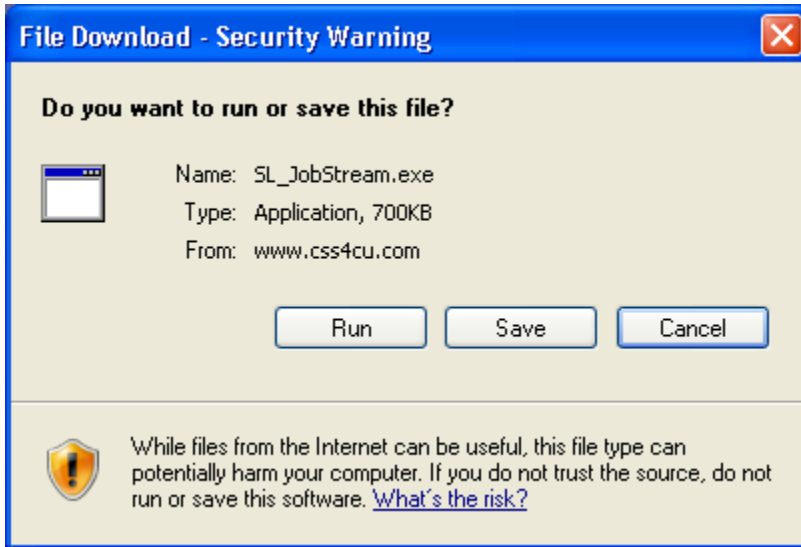
Password [] (Provided by CSS Customer Support Rep.)

4. Click - **[Login]**

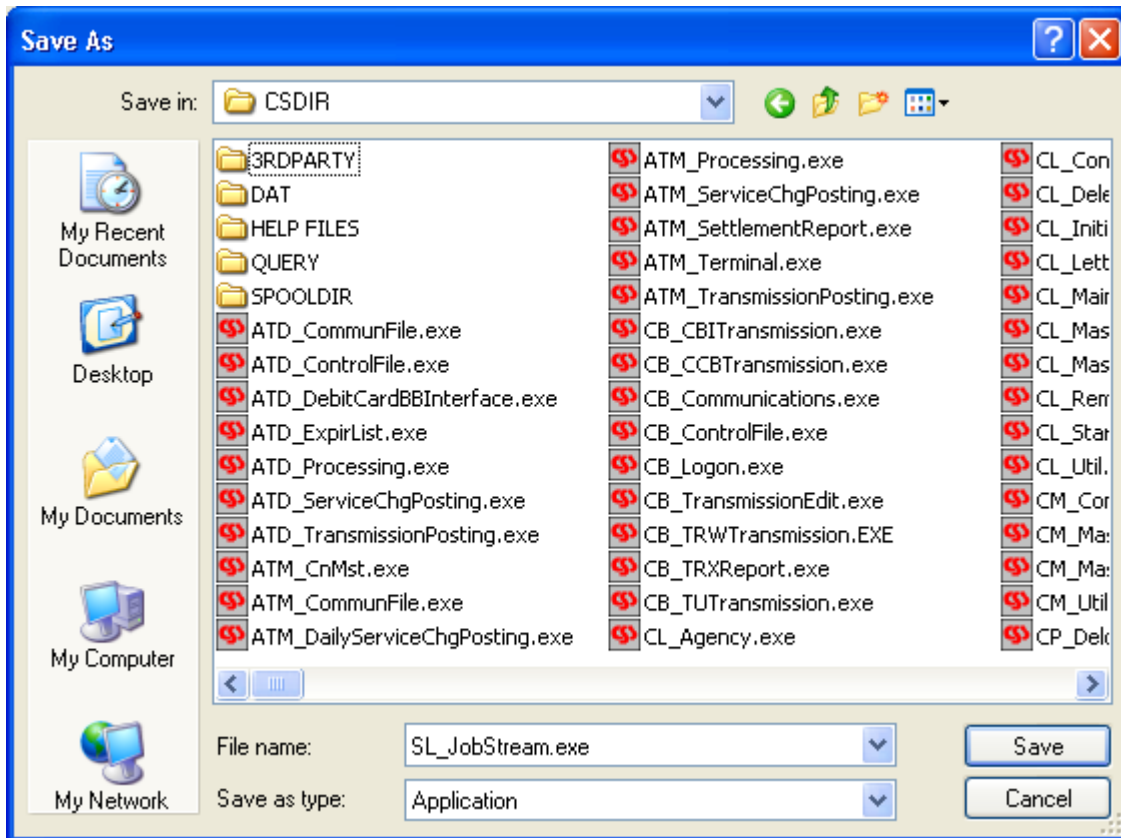
The Files for Private Download will appear with the files for you to download.



- Click on the File Name (in the example above – SL_JobStream.exe).
- You may receive a security or download warning as shown below. Click Save.

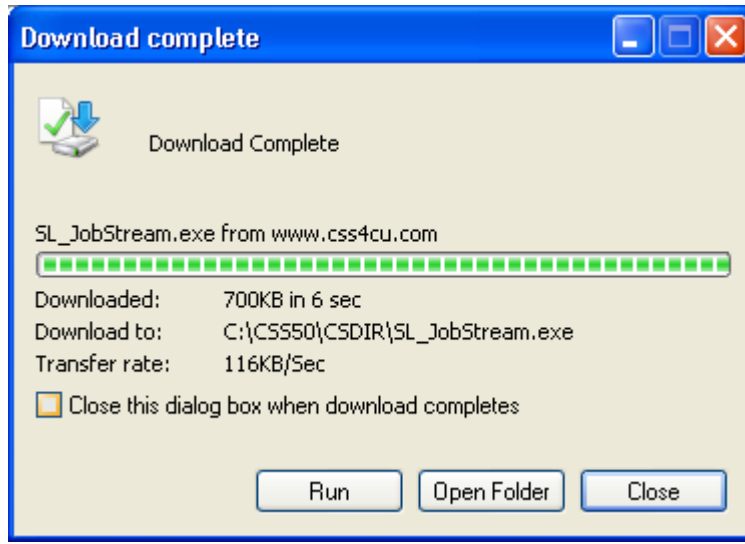


- Select the location of where you want this file saved.



- Click Save.

9. When download is completed, click Close.

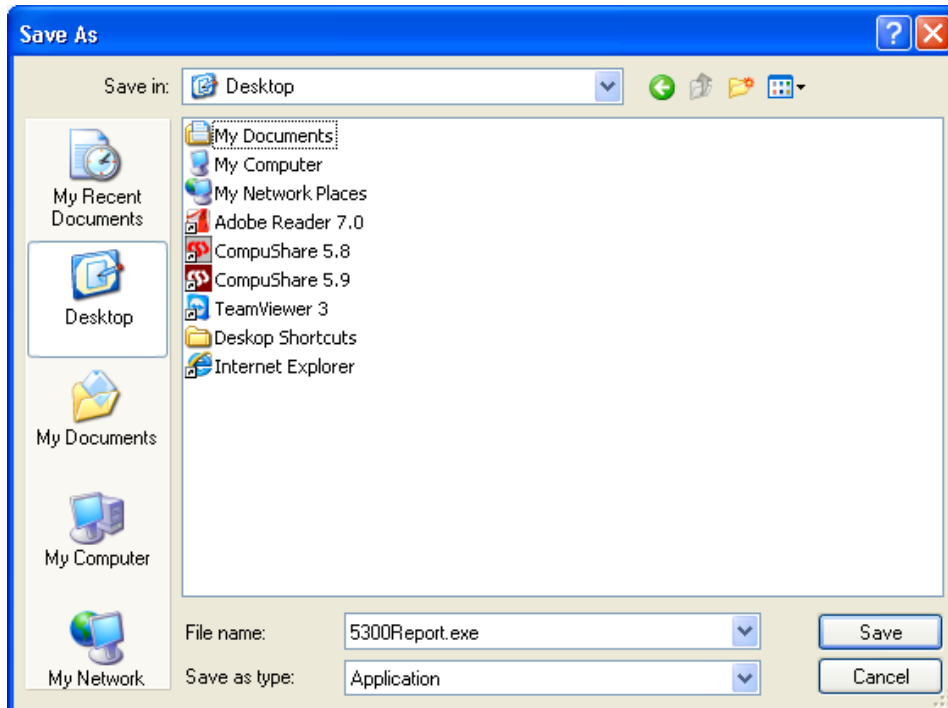


You have officially downloaded and saved the file to the proper location.

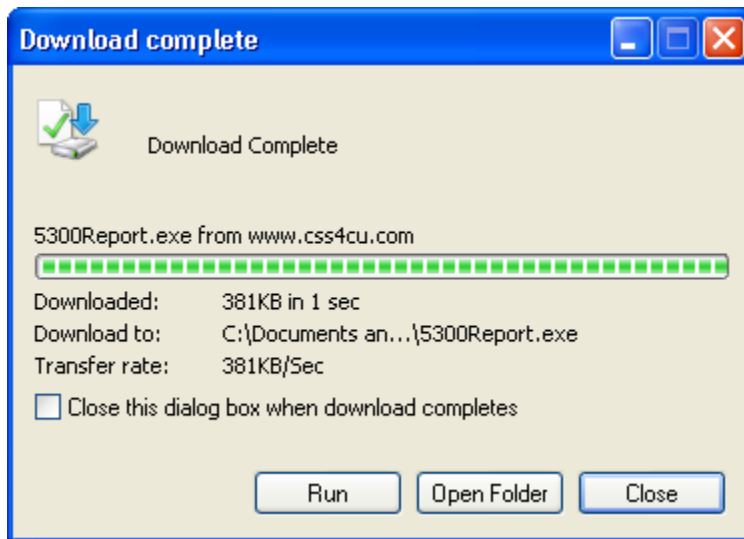
At times, a CompuSource Support Representative may want to send you a zip executable program. This is done when more than one program needs to be downloaded. This method saves you time and makes the job more efficient.

Complete directions 1 to 6 as shown above and then skip down to these directions on completing this type of download.

1. Save the file directly to the Desktop.



2. Click Close.



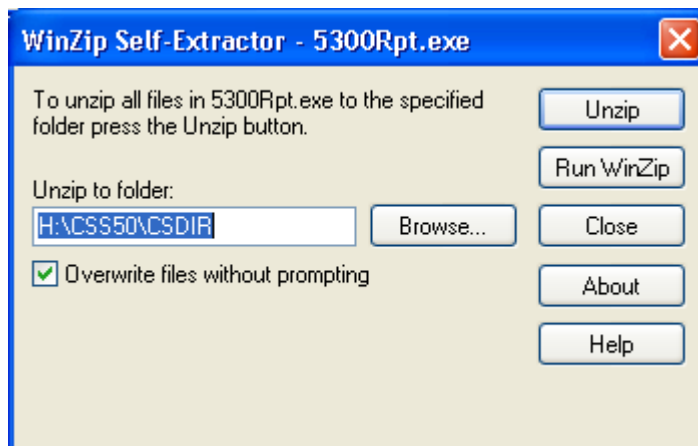
3. Make sure no one is logged into CompuShare at this point. You can consult with your CompuSource Support Representative if this is necessary. If someone is using a program/file that you are downloading, this operation will fail.
4. Go to your Desktop and double click on the Executable that you just saved.



5300Rpt.exe

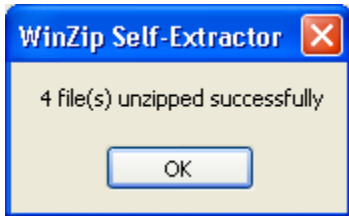
In this example, the exe is the 5300Rpt.exe. In your situation, it will depend on what the file was named.

5. If you receive a Security Warning dialog box, please click Run. The program sent to you from CSS is safe to run on your system.
6. Click Unzip on the WinZip Extractor dialog box.



The normal place to unzip would be in the folders suggested. Make sure the drive letter is pointed to the computer you want the files to go on.

7. After the files are extracting, click OK on the message box.



In this example, there was 4 files that were unzipped. The number of files depends on the zip file sent.

8. Click Close to complete the task.
9. On your Desktop, right click on the exe that was downloaded. Select Delete and say Yes to any confirming message boxes.

You have completed this task.