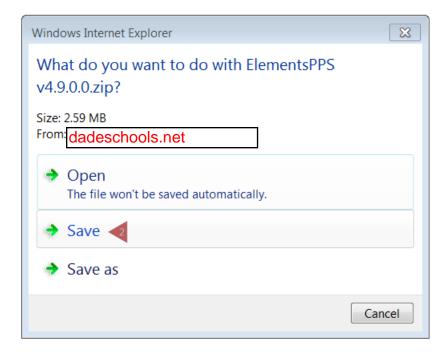


Before scanning using Plain Paper Forms, you must install the Plain Paper Scanning Software.

Installation of Elements® Plain Paper Scanning (PPS) Software

1. Click this download link.

https://tg.dadeschools.net/downloads/PPSv4.9.5.zip

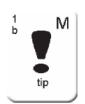


2. Click the Save option.



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Generation Sinter and State and Stat		Turn on
Options		Clear list Close
Options		

3. Click the **Open** button.



It is recommended that the user click the **Downloads** link above and choose to save the software to the Desktop.



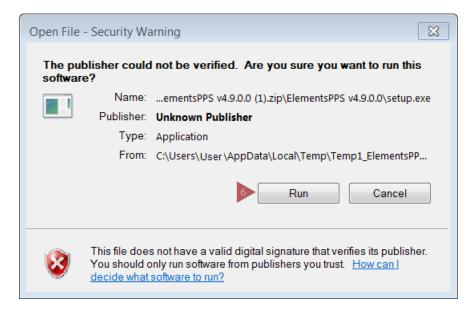
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4. Locate the ElementsPPS v4.9.0.0 file. Double-click on the folder.



Edit View Tools H	Downloads ElementsPPS v4.9.0.0 elp	and a first part of the second and	✓ ← Search Elements	
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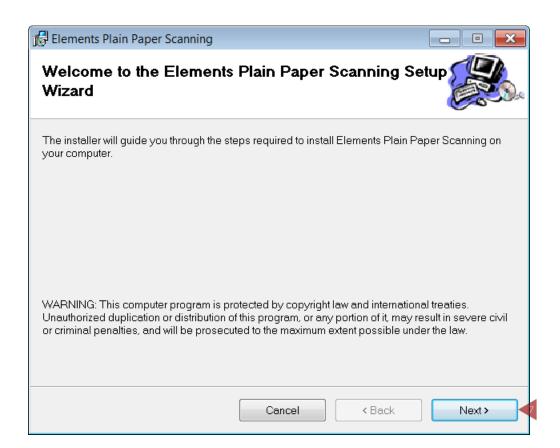
5. Double click **setup** to start Elements[®] PPS Setup Wizard.



6. Click **Run**.

Thinkgate® Reference Guide – Administrator Version 2013.3.1



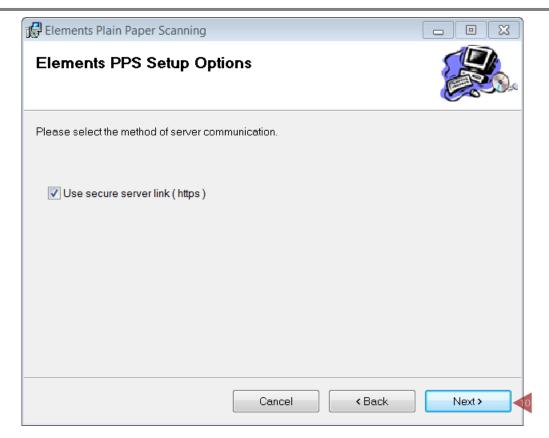




🔡 Elements Plain Paper Scanning
Elements PPS Setup Options
Please enter the information below. If you do not know what to enter, please see the documentation provided with the installation software. If you do not have the information, contact support.
Server:
https://tg.dadeschools.net
Client ID:
FLmiamidade
Cancel < <u>B</u> ack <u>Next</u> >

- 8. Enter your Client ID: FLmiamidade
- 9. Click the **Next** button.







🔂 Elements Plain Paper Scanning	- • 💌
Elements PPS Setup Options	
Please select the type of forms that you will be using.	
Plain Paper	
○ Halo	
Cancel < Back	Next >

11. Plain Paper is selected by default, click the **Next** button.

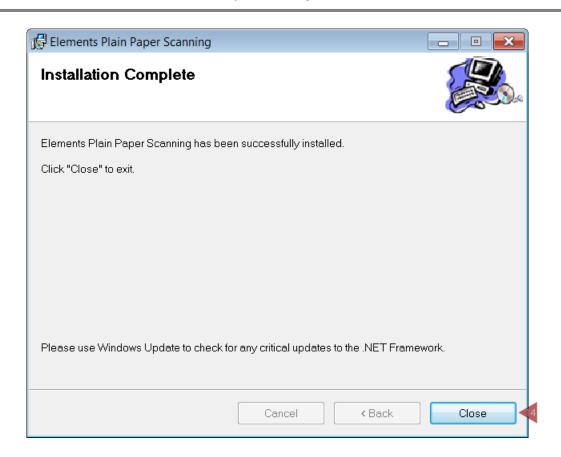


🔂 Elements Plain Paper Scanning	- • ×
Select Installation Folder	
The installer will install Elements Plain Paper Scanning to the following folder.	
To install in this folder, click "Next". To install to a different folder, enter it below	or click "Browse".
Eolder: C:\Program Files (x86)\Thinkgate\Elements Plain Paper Scanning\	Browse Disk Cost
Cancel < Back	Next >



🔂 Elements Plain Paper Scanning	
Confirm Installation	
The installer is ready to install Elements Plain Paper Scanning on your computer	r.
Click "Next" to start the installation.	
Cancel < Back	Next >





14. Click the **Close** button. Delete the download folder.

Related Topic Reference Guides

- ✓ Scanning Plain Paper Forms
- ✓ Troubleshooting Plain Paper Scanning

Windows 7 Addendum

The following needs to be done in order for the plain paper scanning software to functional on Windows 7 machines.

Please have your tech follow the directions on the PDF first, then follow the directions below.

1. Search for Elements PPS config file in the program data file. Sometimes this file is hidden, the usual bread crumb is:

C:\ProgramData\Elements\ElementsPPS\elementsppsconfig.xml

- 2. Open file with notepad
- 3. In the config file for client ID value enter: FLmiamidade

<clientID val="FLmiamidade"/>

4. Change Auto update value from true to false

<autoUpdate val="False"/>

5. Save