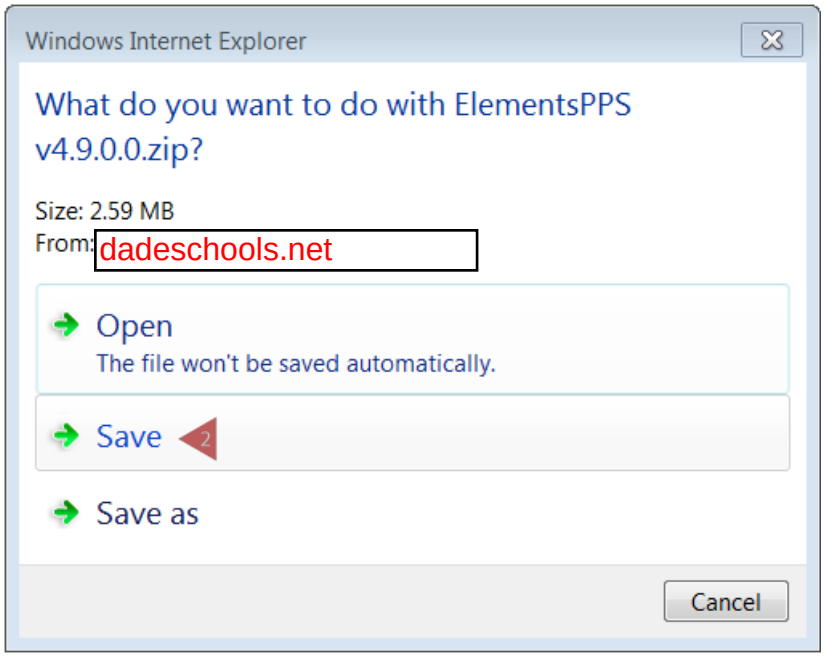
# Install Plain Paper Scanning (PPS) Software

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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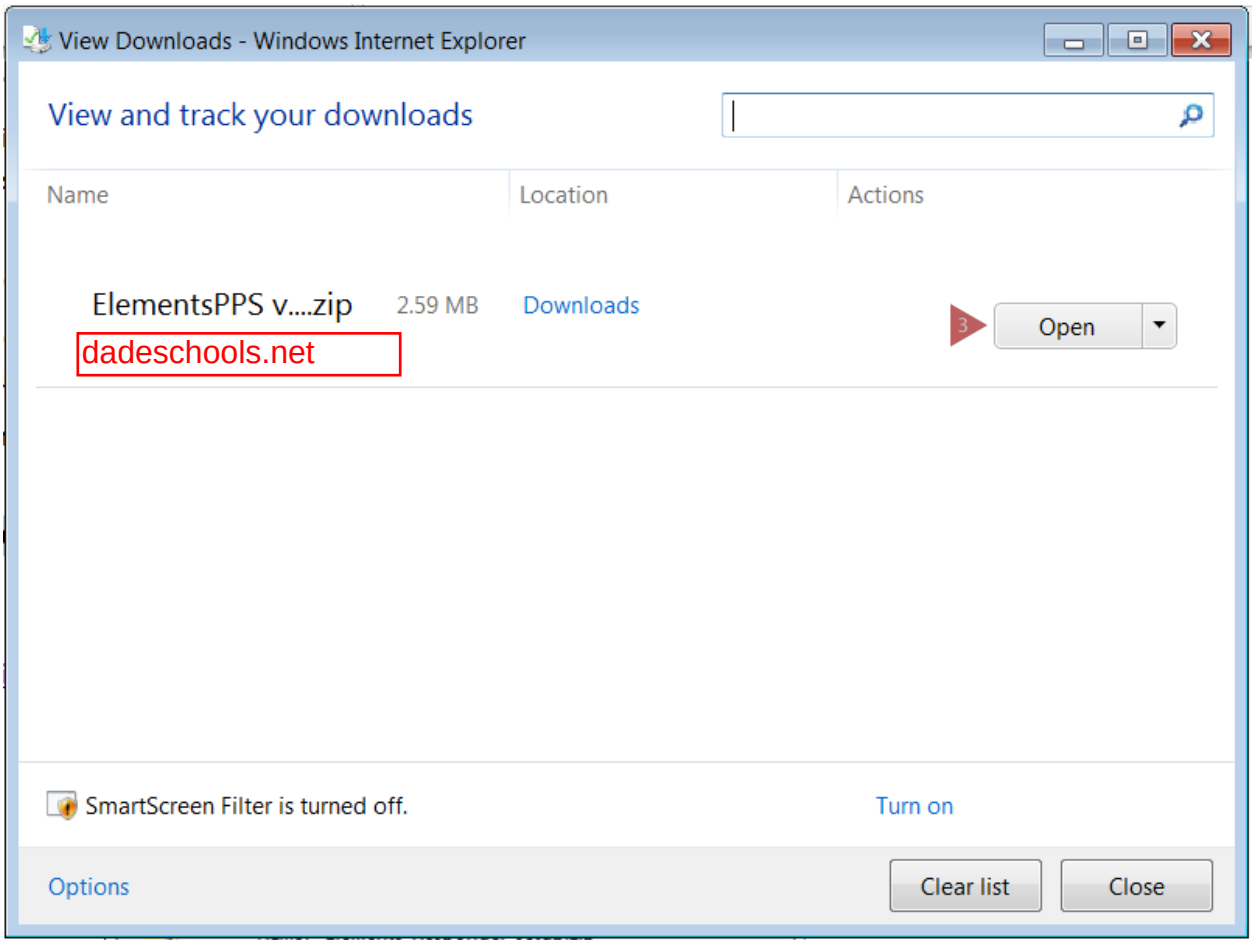
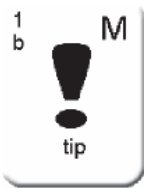



3. Click the **Open** button.




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



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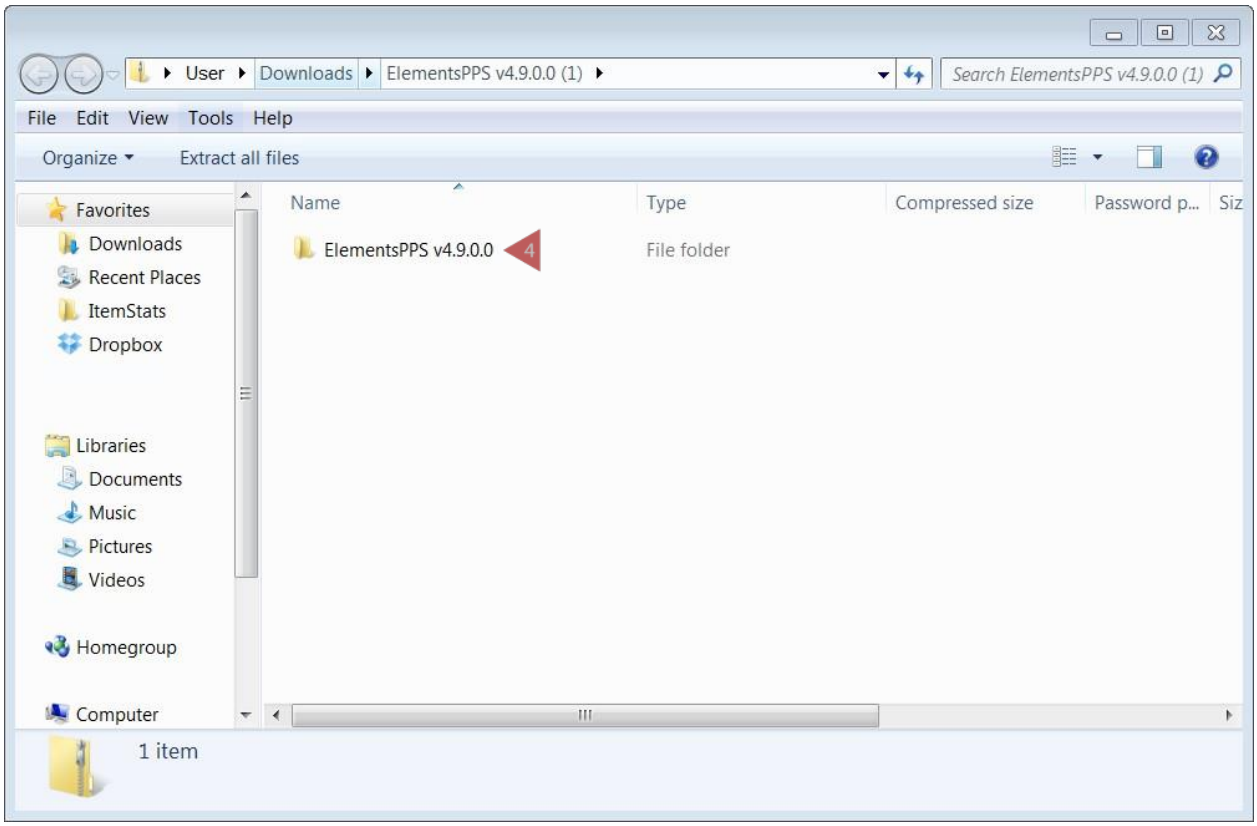


4. Locate the **ElementsPPS v4.9.0.0** file. Double-click on the folder.



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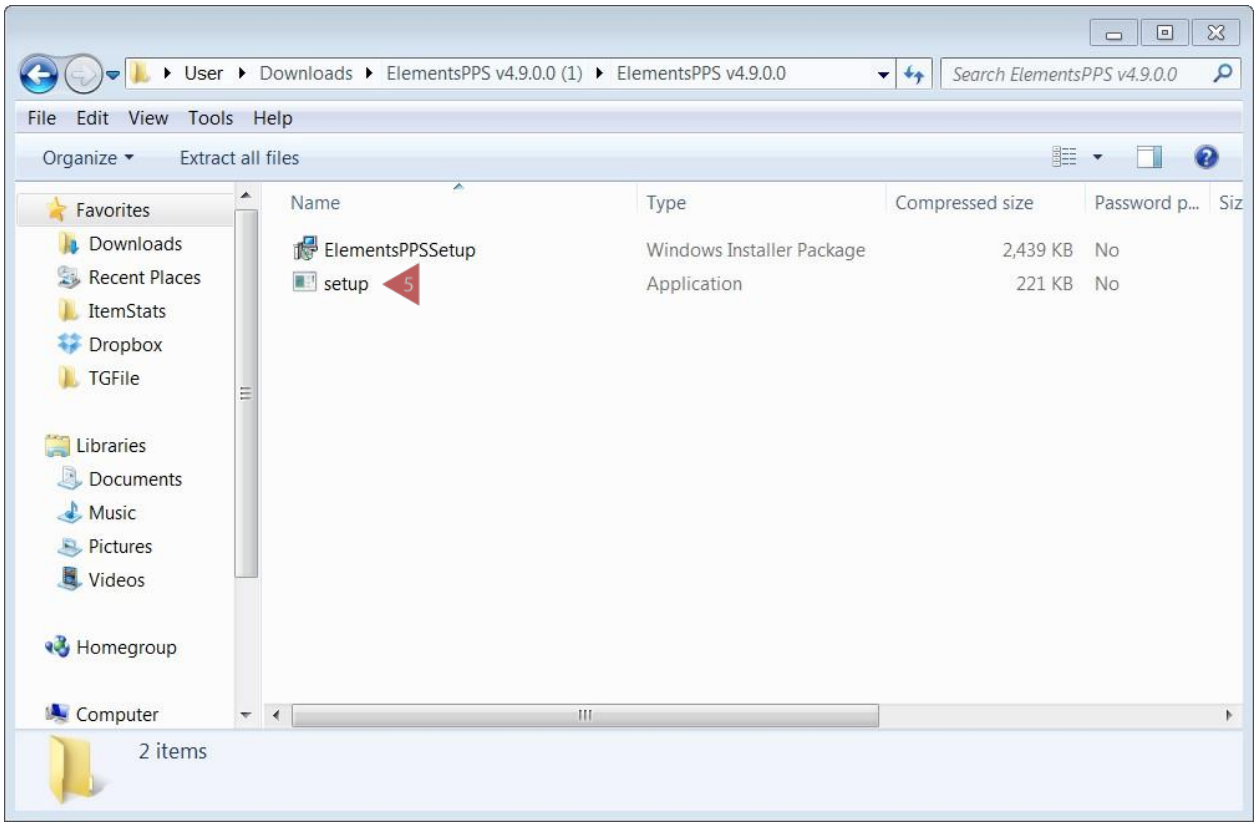
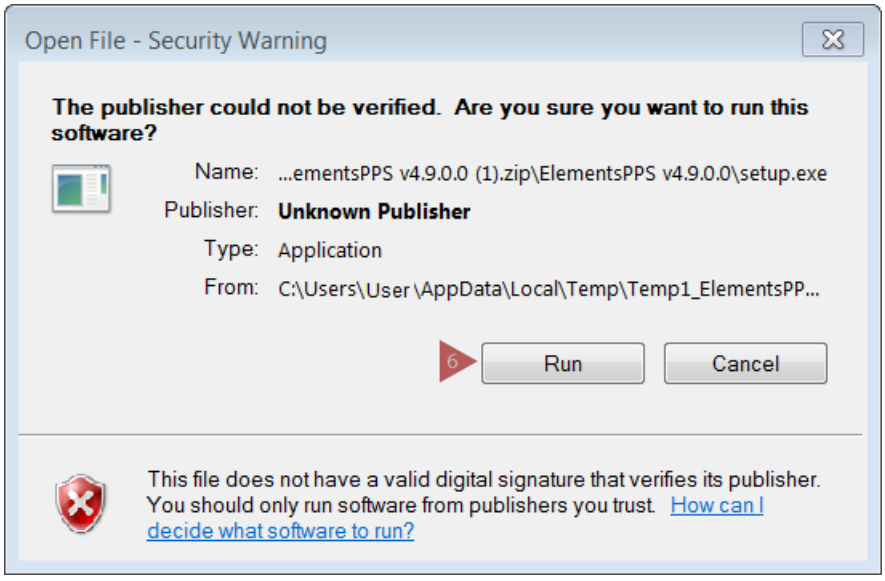



5. Double click **setup** to start Elements® PPS Setup Wizard.




6. Click **Run**.



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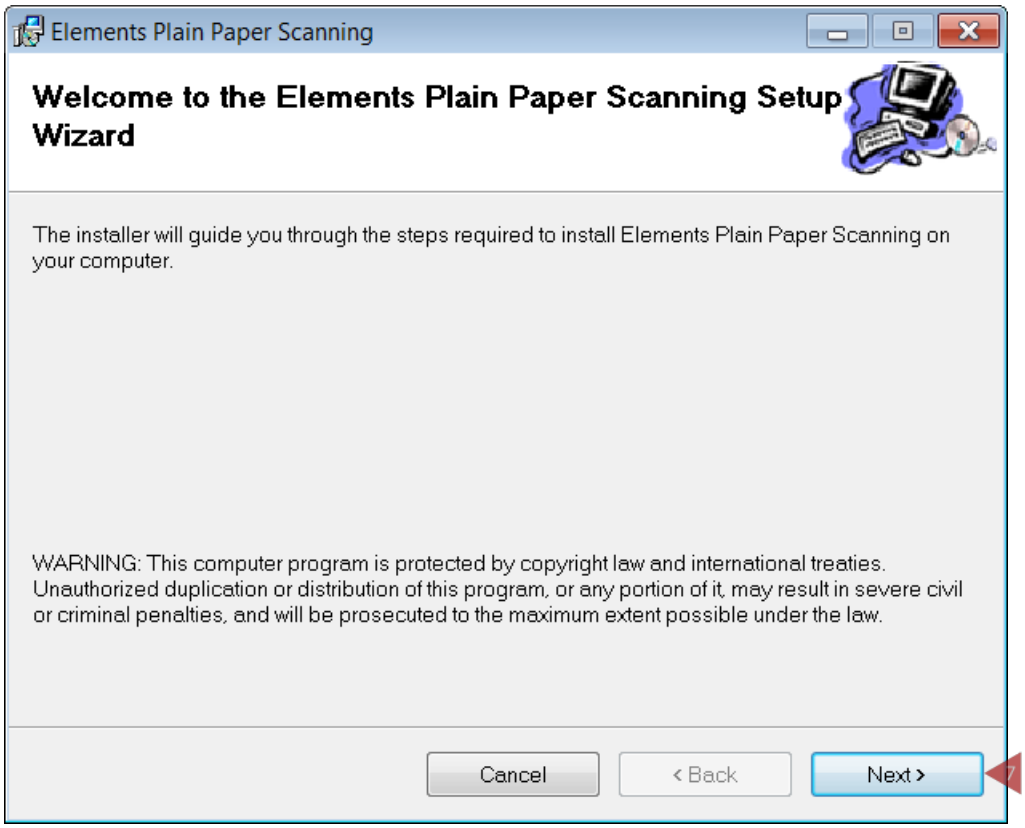


7. Click the **Next** button.



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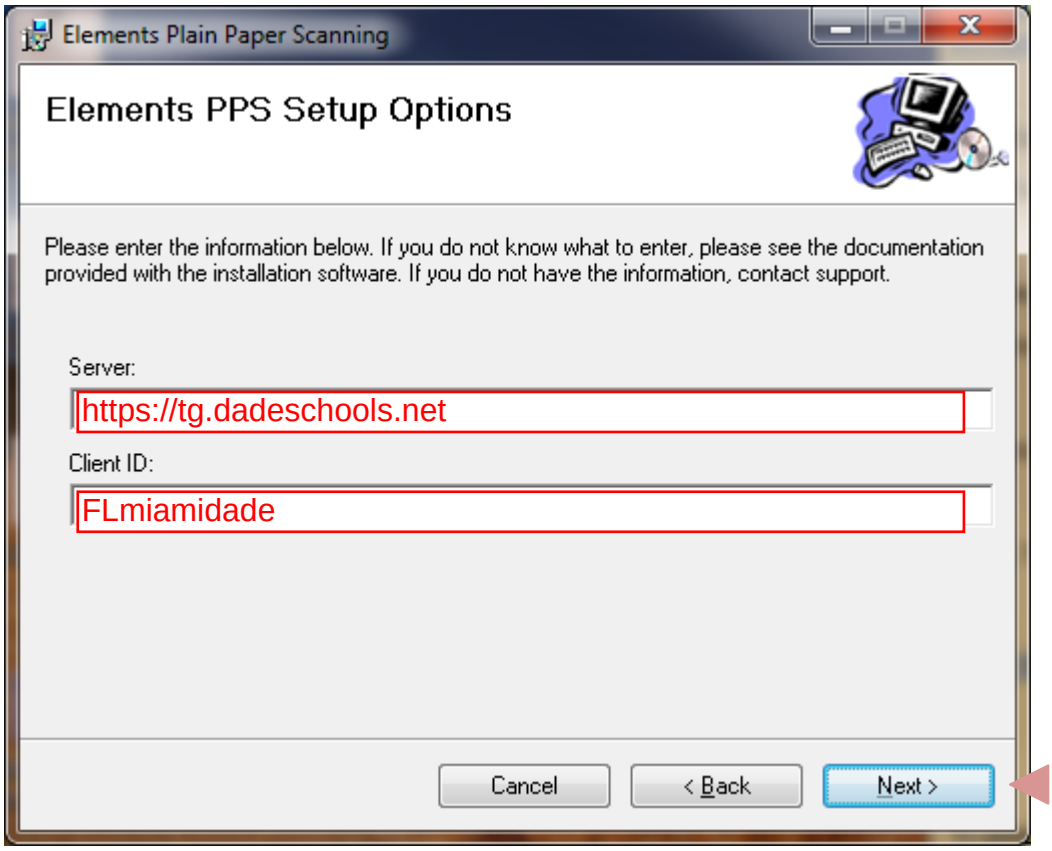


8. Enter your **Client ID**: FLmiamidade

9. Click the **Next** button.



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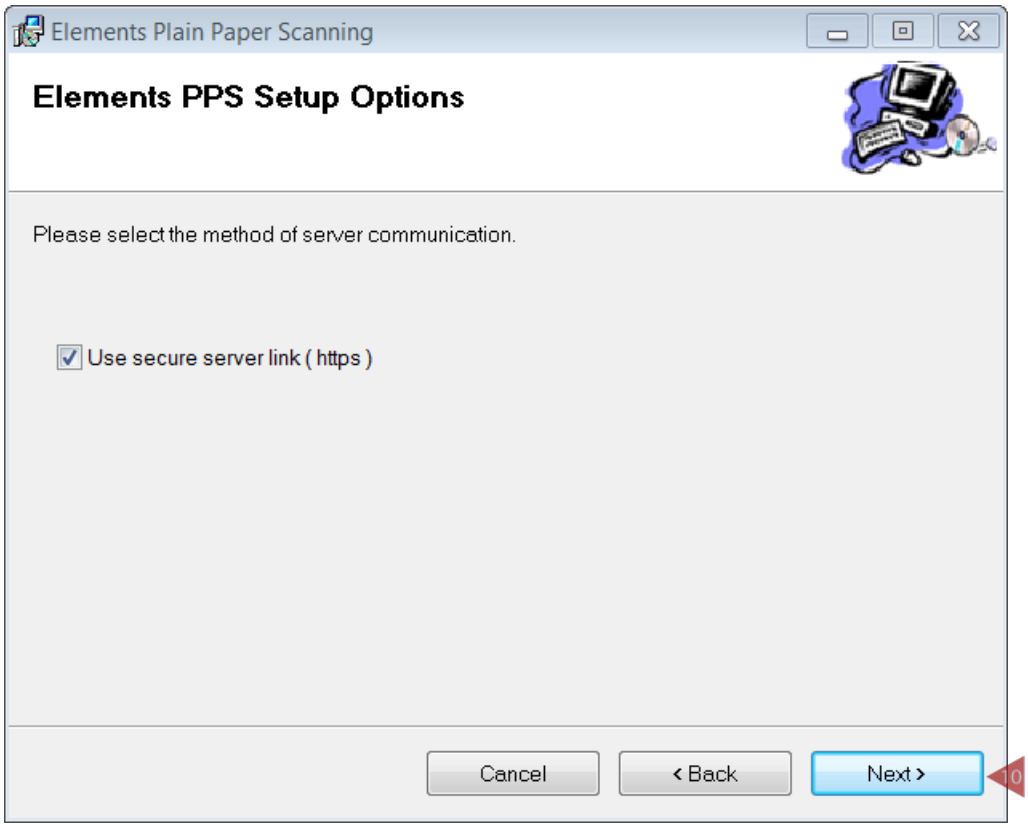


10. Click the **Next** button.



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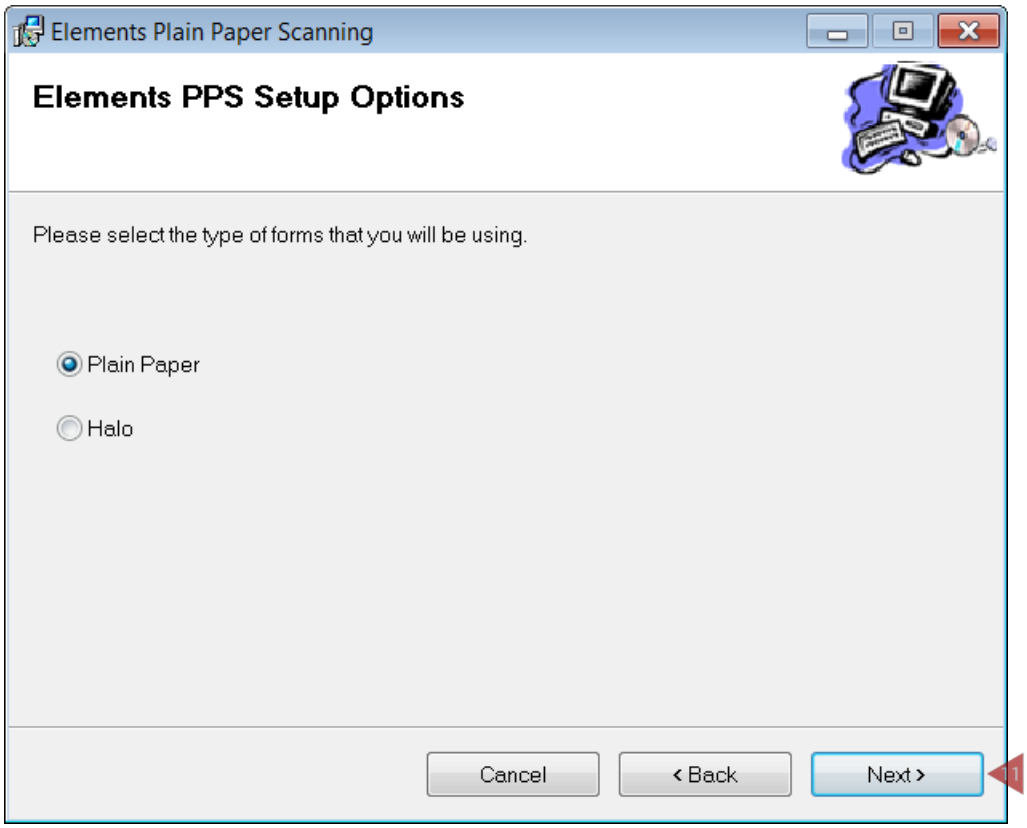


11. Plain Paper is selected by default, click the **Next** button.



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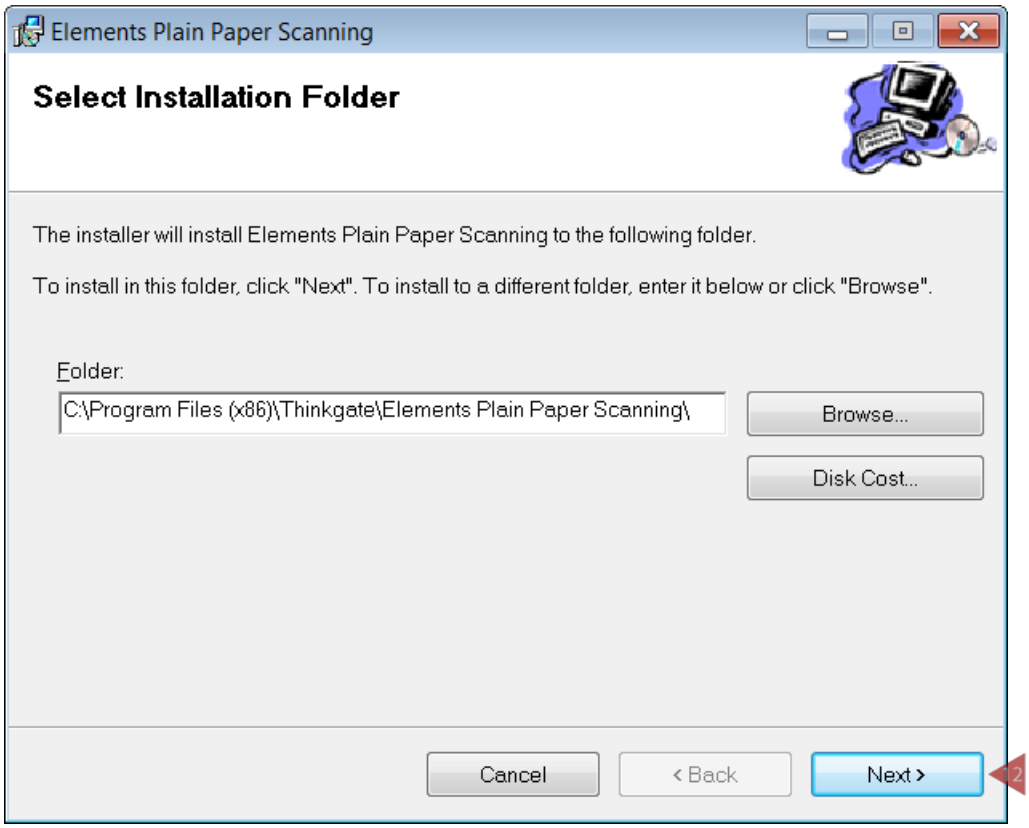


12. Click the **Next** button.



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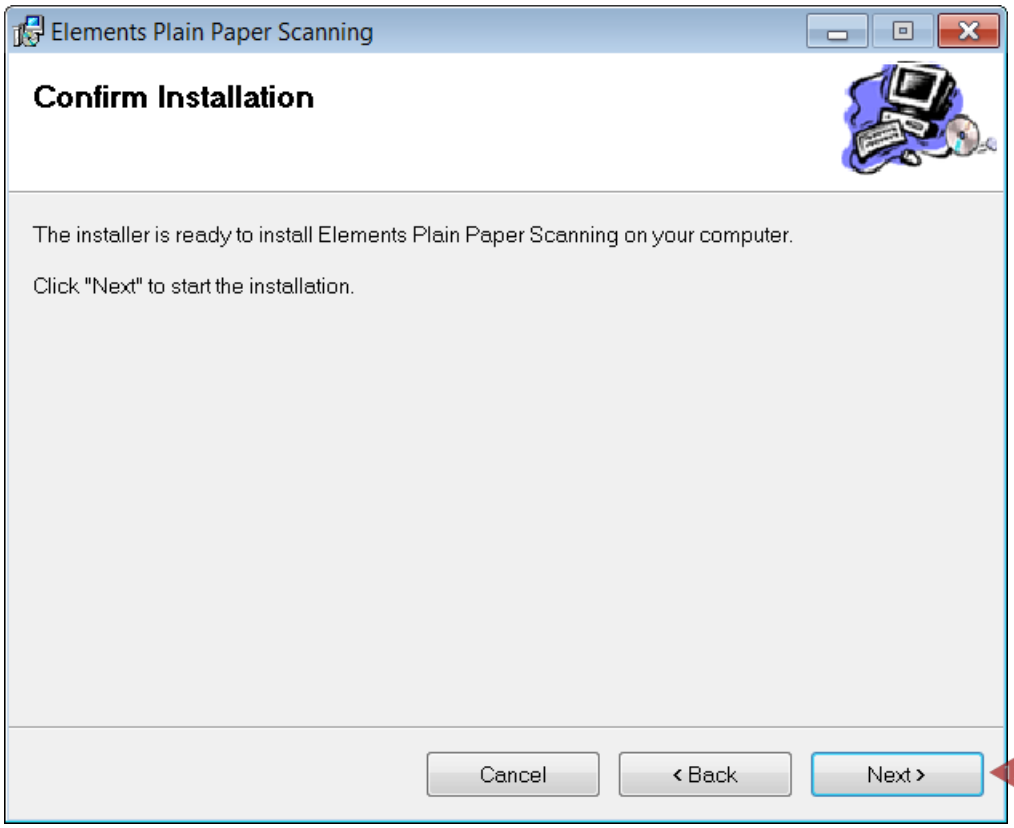


13. Click the **Next** button.



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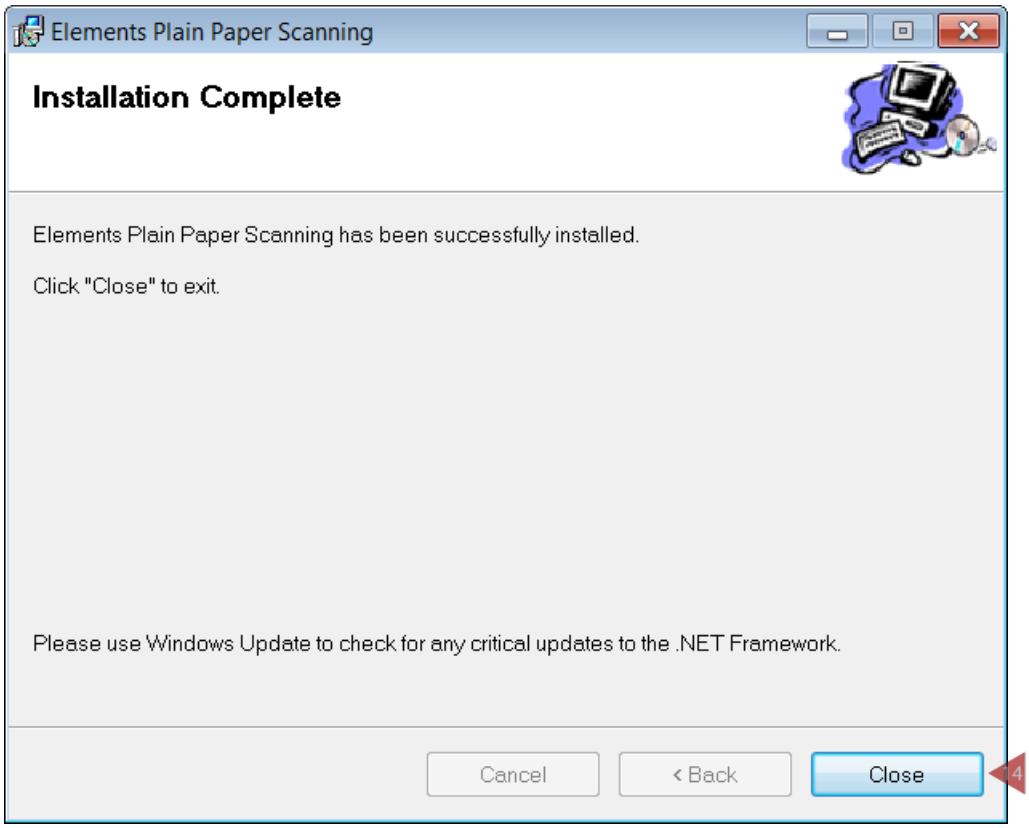


14. Click the **Close** button. Delete the download folder.

## Related Topic Reference Guides

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



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# 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