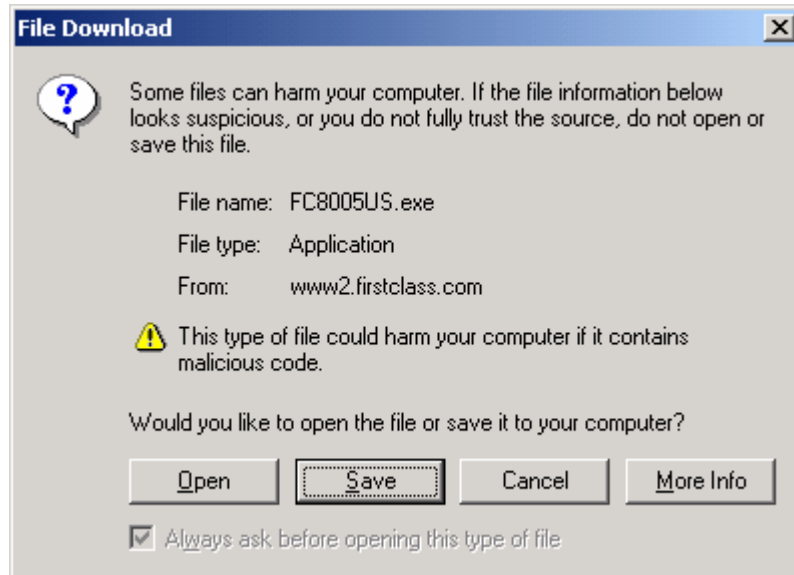


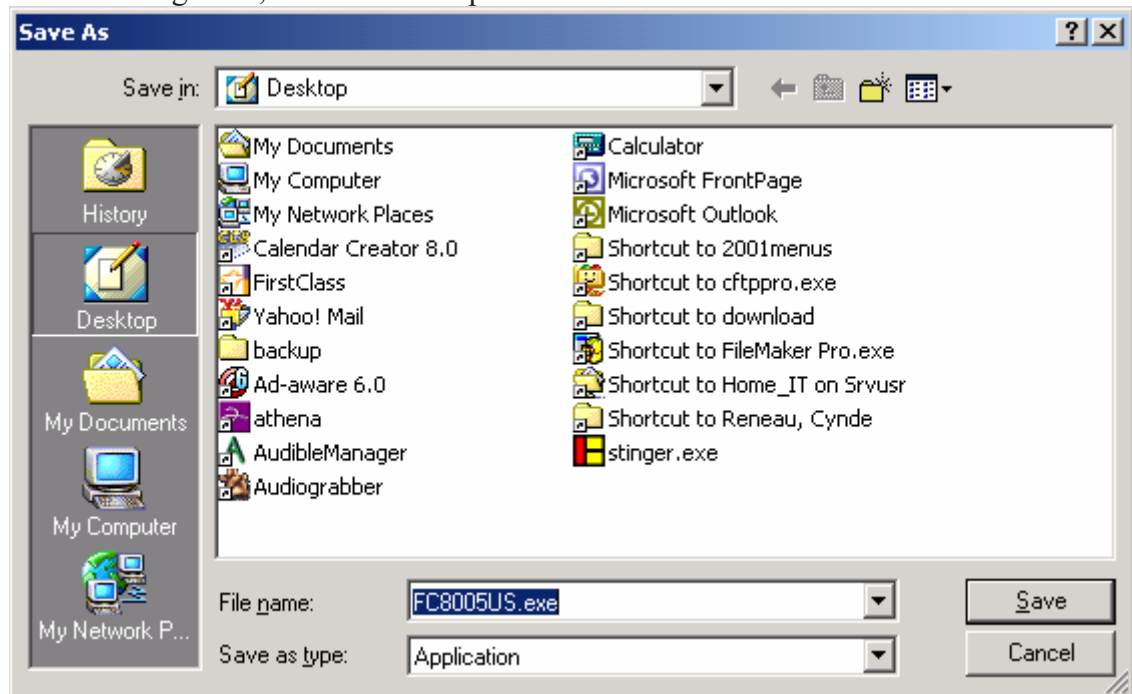
Instructions on how to download and install First Class on your Windows computer.

Print these out prior to downloading.

1. Visit website <http://www.firstclass.com> and click download desktop client.
2. Choose the “windows” link follow step 1 on the website and click the link
3. Choose “save” from this box:

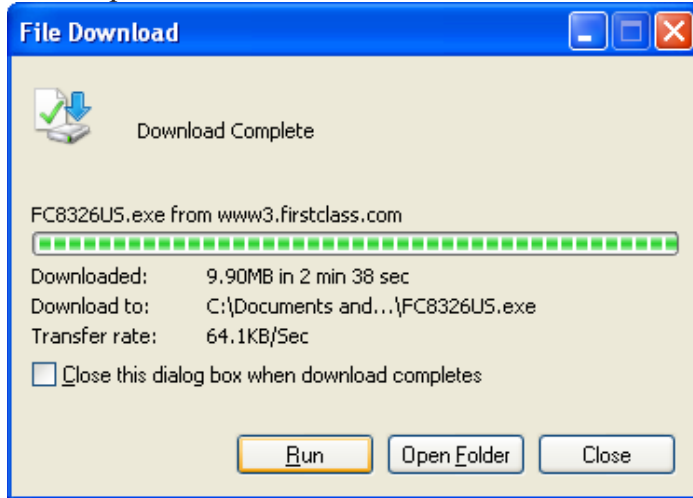


4. After clicking Save, choose “desktop” from this box:

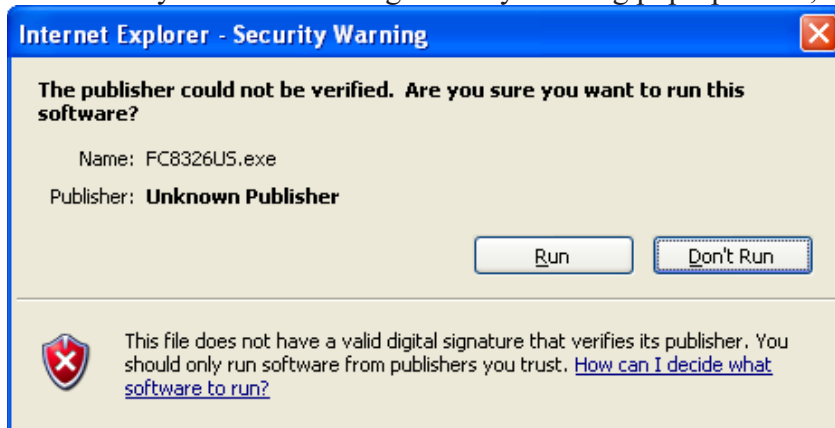


5. Then choose save.

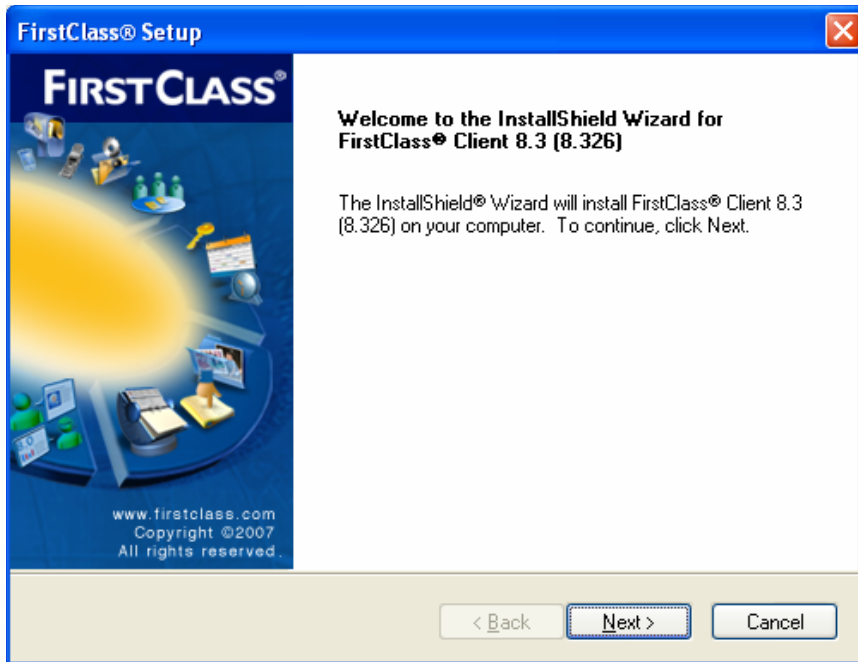
6. After save is complete, you will see a pop up box indicating the download is complete. Click Run.



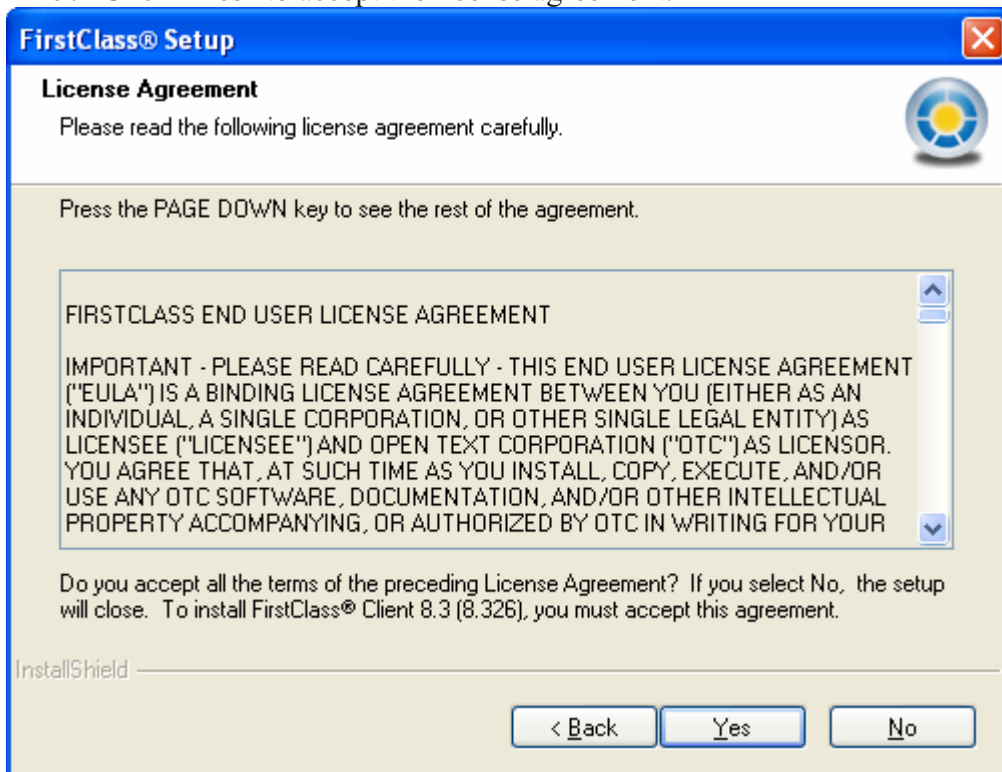
7. You may see the following Security warning pop-up. If so, click Run.



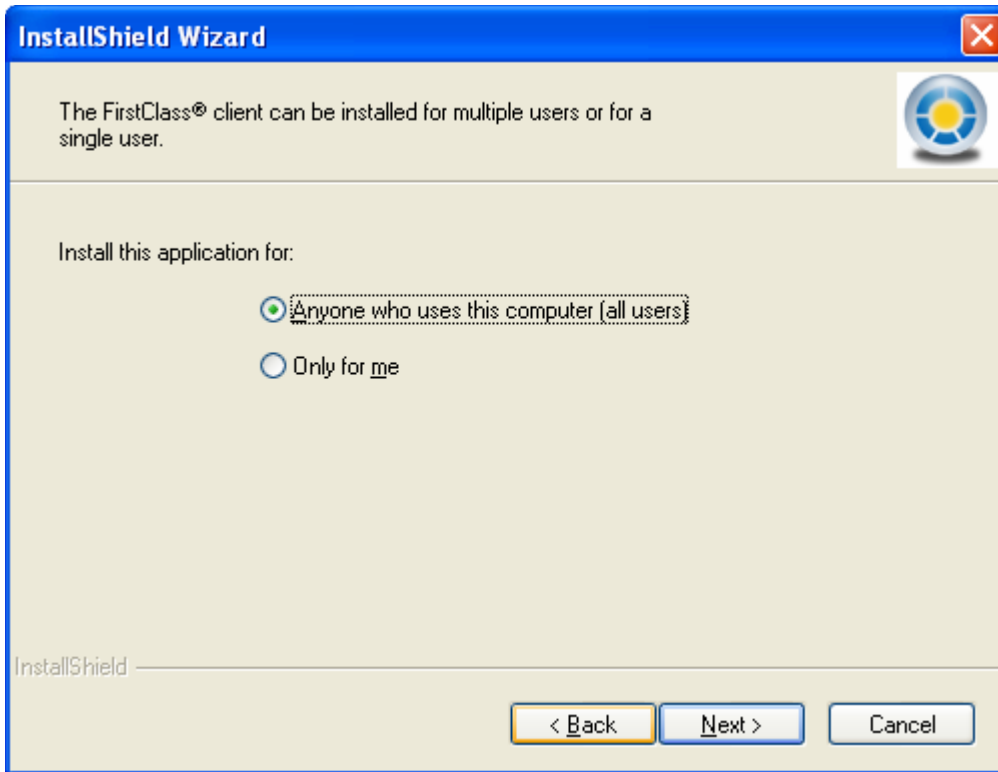
8. You should now see the First Class setup box, click Next.



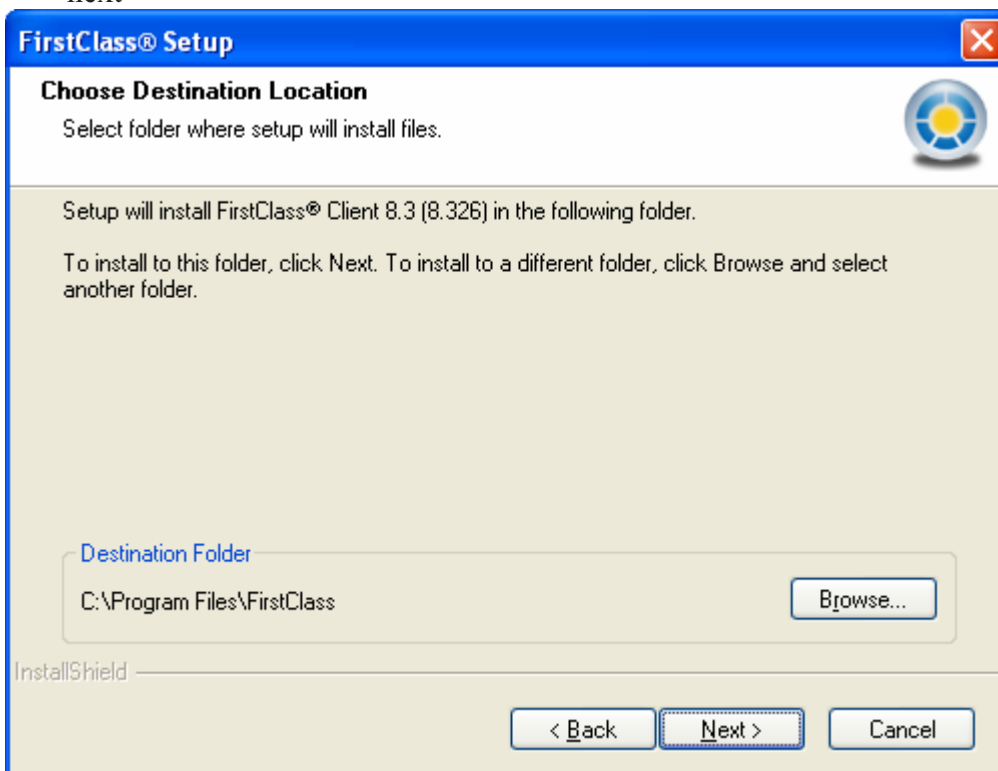
9. Click “Yes” to accept the license agreement.



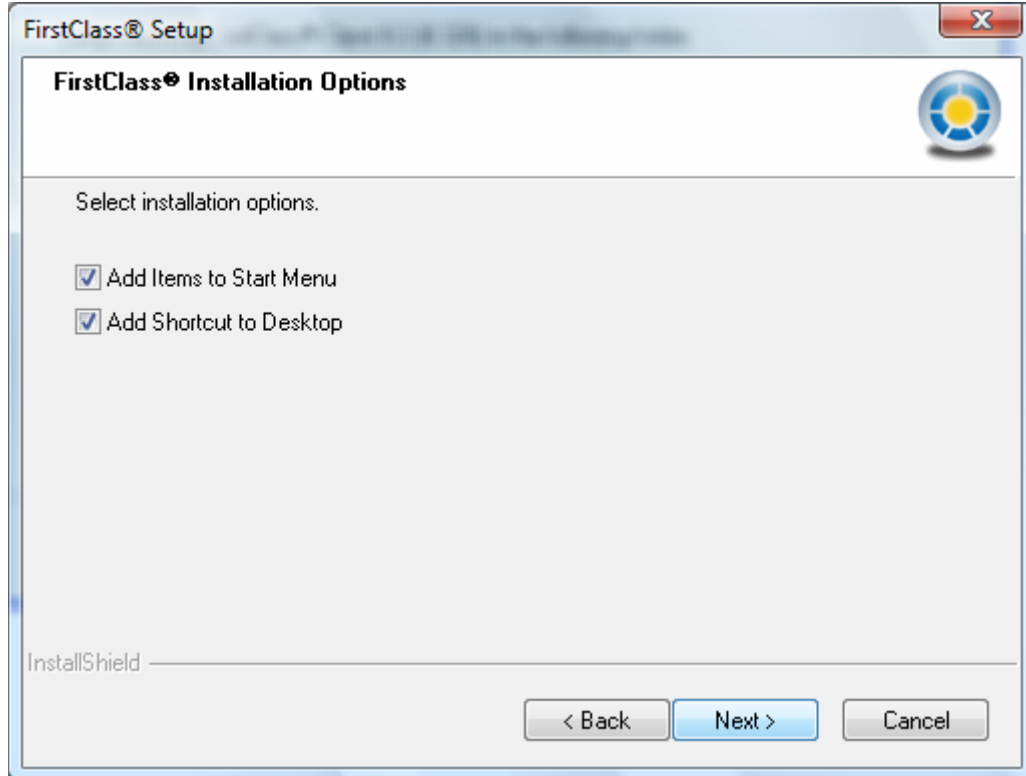
10. Click “anyone who uses this computer” and then click “next”



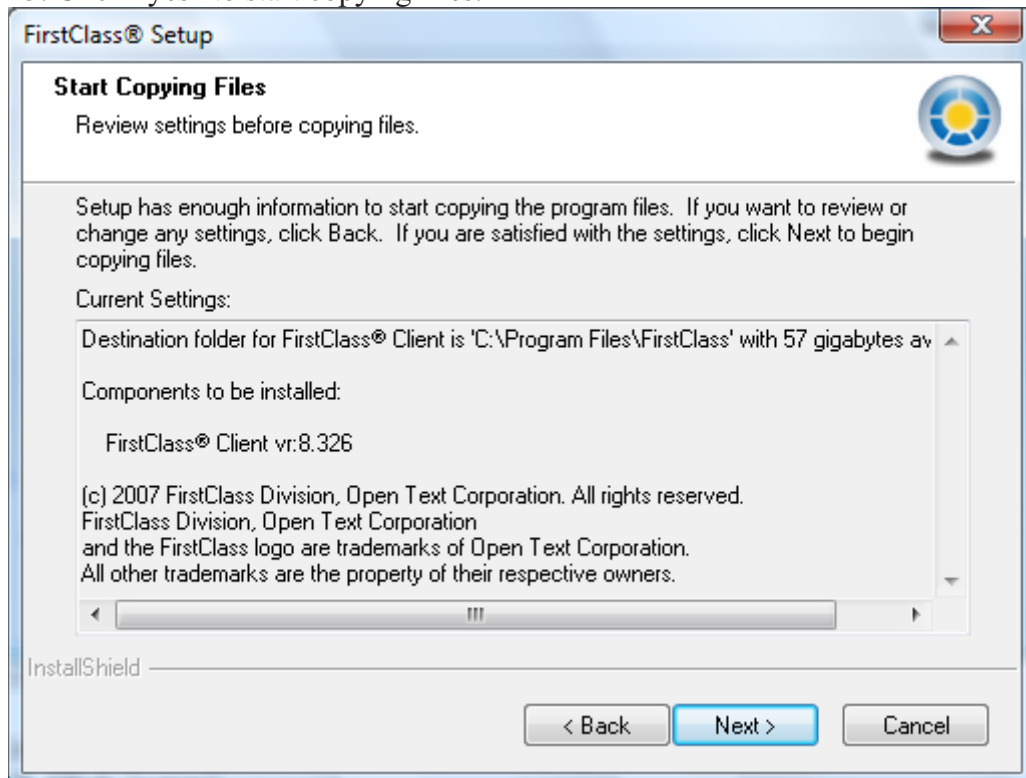
11. On the choose destination location, leave the default folder location and just click “next”



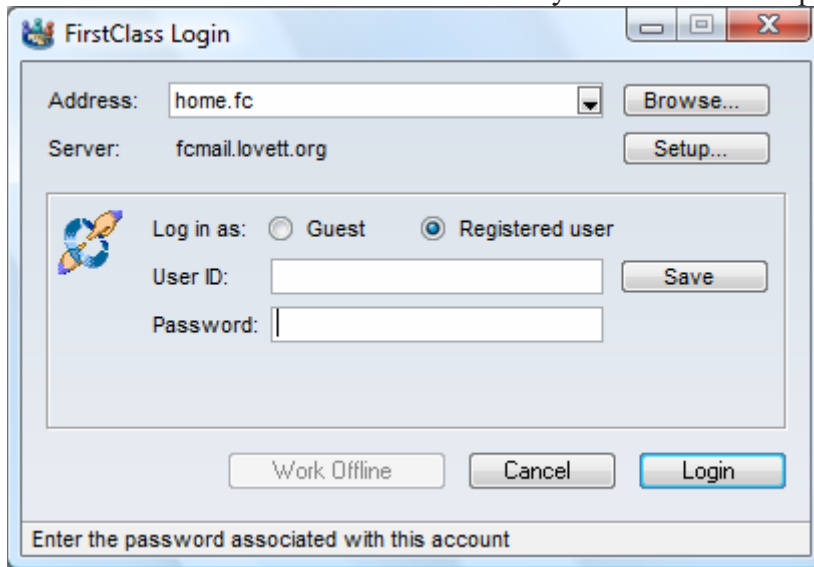
12. On the First Class installation options, leave everything as default and click “next”



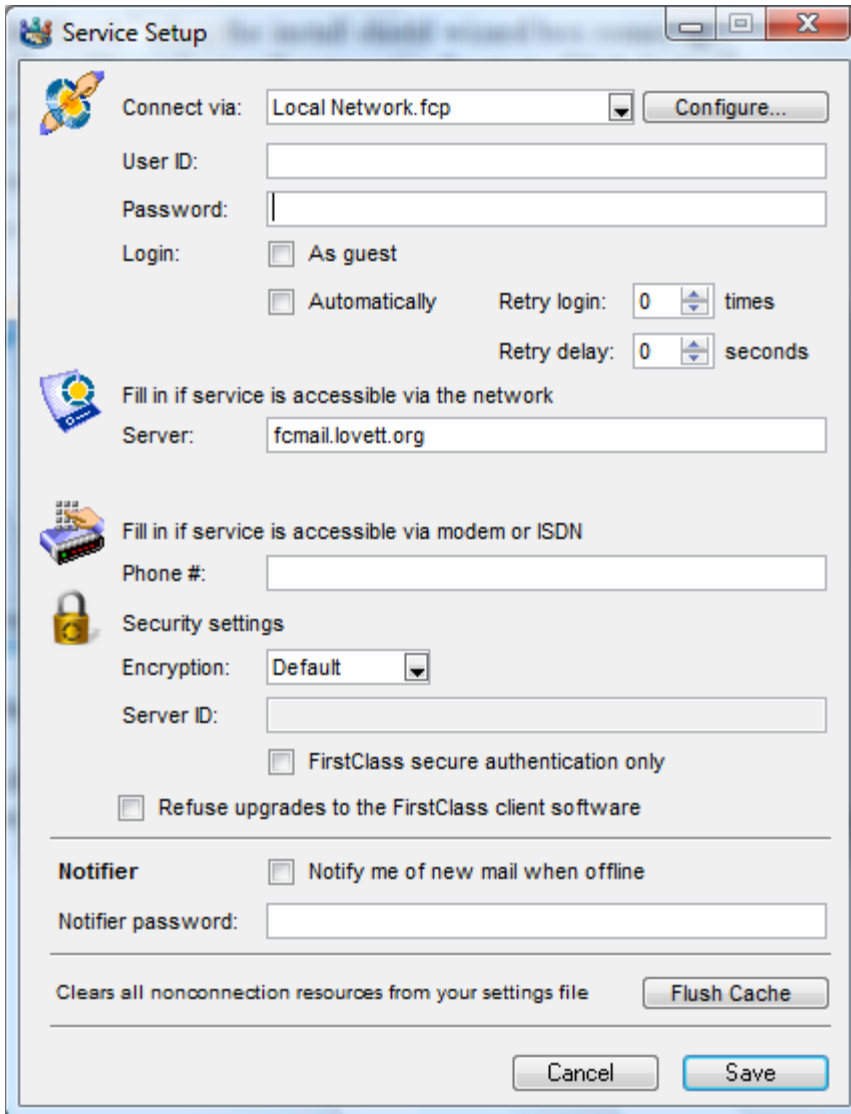
13. Click “yes” to start copying files.



14. Click “finish” when the install shield wizard box comes up.
15. The First Class client will automatically start. Click “setup”



16. in the “Server” box type: fcmal.lovett.org



17. Click “save”

18. Now you may log in with your username and password and click “login”