Installing the Patch for FRS 5.0

Note: The instructions below are written for users using Internet Explorer. If you are using another browser, such as Firefox or Safari, you will need to adapt these instructions to that browser.

1. Go to

http://portal.hud.gov/hudportal/HUD/program_offices/public_indian_housing/systems/pic/50058/frs and scroll down to the FRS 5.0 Patch Update heading. In the text under this heading will be a sentence that lists the patch release date, note this date for later in this process. A sample of this section of the web page is below.

FRS 5.0 Patch Update Users, who are currently using FRS version 5.0, must download the latest cumulative FRS 5.0 patch update from the link below. To determine whether you have the latest patch installed, start FRS, and click on "About FRS". The system will display a patch date. The latest patch release date is 08/17/2012: • Download FRS 5.0 Patch Program (Exe, 3MB) • Patch Installation Instructions • Issue fixed in FRS 5.0 Patch

2. Under this heading will be the link to the FRS 5.0 patch file that you will need to save to a folder on your computer (the Desktop is fine, too, as long as you can find it). Single click on the Download FRS 5.0 Patch Program link. Depending on the version of Internet Explorer that you are using, you will either see a File Download window (first screen print below) or a bar at the bottom of your browser window (second screen print below). For the File Download window, single click on the Save button. For the bar, Single click on the arrow to the right of the Save button to bring up the options. Single click on the Save As option.



3. On the next screen, navigate to the folder you want to save the file in (e.g. My Documents or Desktop) and then single click on the Save button to start the download. Depending on your computer, you will either be taken back to your browser, get a Download Complete window, or you may get a Windows security error. If you get this, <u>the file is safe</u>, so just single click the X on the right side of the bar to close it. After the download has completed, proceed to the next step.

frs50.exe is not commonly downloaded and could harm your computer.

- 4. Make sure to <u>**CLOSE ALL open programs on your computer including FRS**</u>. Failure to do this could cause problems in your FRS software in the future.
- 5. Navigate on your computer to the folder you saved the file to in the previous step. You can do this using the File Explorer window. If you saved it to your Desktop you should be able to find the file there.
- 6. Find the file named FRS50.exe that you downloaded and double click on it to run it. If Windows or your anti-virus program presents you with a security alert of some type, tell it you want to run the program anyway.
- 7. Window titled WinZip Self-Extractor will open. Do not change the "Unzip to Folder" because this already is set to what it needs to be—FRS should be installed into this location for all users. Single click on the **Unzip** button.

WinZip Self-Extractor - frs50.exe	
To unzip all files in frs50.exe to the specified folder press the Unzip button.	Unzip
Unzip to folder:	Run WinZip
CXFRS50 Browse	Close
Overwrite files without prompting	About
	Help

8. Window will pop up requesting to overwrite the FRS50.accdr file. Single click on the Yes button.

WinZip Self-Extractor - frs50.exe	×
To unzip all files in frs50.exe to the specified folder press the Unzip button.	Unzip
Ur WinZip Self-Extractor	
C: File C:\FRS50\FRS50.accdr already exists.	Overwrite file?
Yes No C	ancel
Unzipping FRS50.accdr	

9. A message will pop up saying "1 file(s) unzipped successfully". Single click the **OK** button.

WinZip Self-Ex	tractor - frs50.exe	×
To unzip all files in press the Unzip b	n frs50.exe to the specified folder utton.	Unzip
Unzip to folder:	WinZip Self-Extractor 🔀	Run WinZip
C:\FRS50	1 file(s) unzipped successfully	Close
Overwrite files		About
		Help

10. Single click the **Close** button to close the window. The patch installation has been completed. Proceed to step 1 on the next page to confirm that the patch installed correctly.

WinZip Self-Extractor - frs50.exe	×
To unzip all files in frs50.exe to the specified folder press the Unzip button.	Unzip
Unzip to folder:	Run WinZip
C.\FRS50 Browse	Close
Overwrite files without prompting	About
	Help

1. Go into FRS like you normally would. From the FRS main screen single click on the About **FRS** button in the File group in the upper left-hand part of the screen.

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New Household	About FRS	Transmit File to PIC	HA Identification HA Default Value	Reexamination by Action Date UnPassed Forms By HOH Name	Maintain Multiple HAs
Maintain Househol	d Exit FRS	View Submission History	HA Jurisdictions Originating HAs	Reexamination by HOH SSN	Change Working HA
View Recycle Bin		Submission Set Up	HA Projects/sites Change Password	HOH Members by Program	
File		Submit	Configuration	Reports	Tools

- 2. You will see a window open like the one in the screen print below. Look for the words Release FRS toward the bottom of the window. It is circled in the picture below. Make sure the date next to the words Release FRS matches the date you noted from step 1 on page 1.
- 3. If the dates match, then the patch installed correctly. Single click on the OK button to get back to the FRS main screen.

U.S. Department of Housing and Urban Development Public and Indue Housing (PHI / Heal Estate Assessment Center (REAC) Newtony Management System (IMS)	Family Reporting Software (FRS) Version 5.0 Design by the Department of Housing and Urban Development
FAMILY REPORTING SOFTWARE	Office of Public and Indian Housing Release FRS 03/05/2012

Example of About FRS box