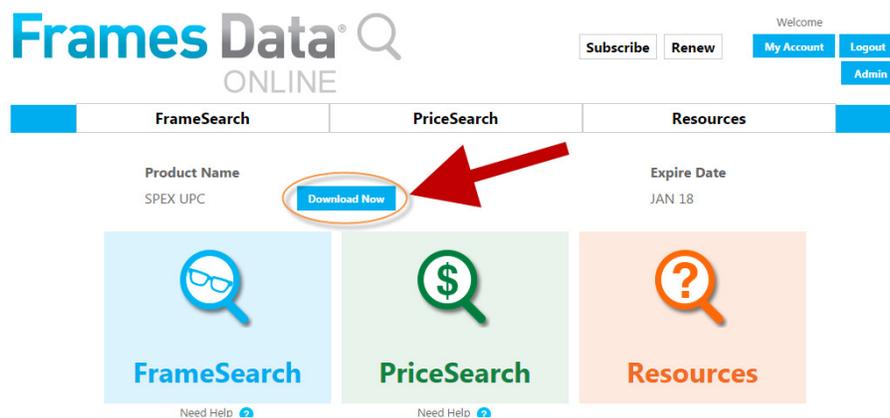# Crystal Practice Management Software
SPEX On-Demand Installation Guide
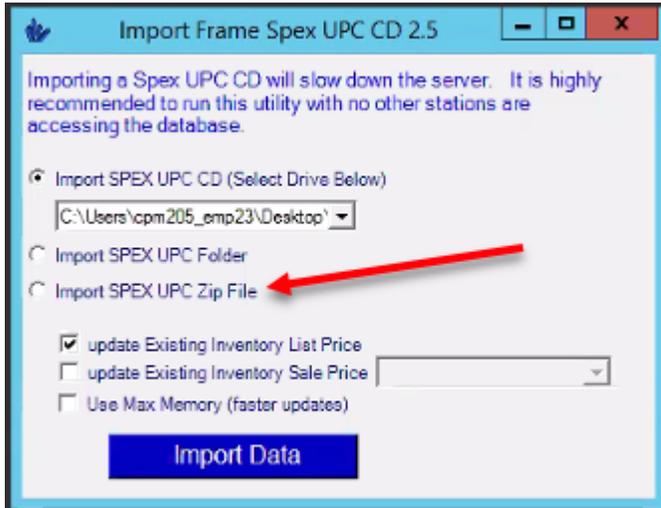
SPEX Download

1. Go to Frames Data Online and login using your username and password.

2. Click the "**Download Now**" button located below the navigation bar at the top of the page.
   You will need to accept some terms and conditions, then click "Download Now" again on the next page to start the download.

3. If the file does not automatically start downloading select **"Save"**, **"Save as"**, or **"Save File"** depending on which browser you are using to save the file to your computer.

   a. By default, it should save to your download folder. If you change the download location, please remember where you save the file as we will need to access it in the next step.

   b. **DO NOT CLICK "OPEN"** as we need the file saved to your computer for the following steps.

4. Once the file is downloaded, you can just leave the file where it is and open **Crystal PM**.

Loading Data to Crystal PM

1. Open **Crystal PM** and navigate to the **Import Frame SPEX UPC CD** window. (**Configuration** –> **Import SPEX UPC CD**)

2. Click on the third radio button for "**Import SPEX UPC Zip File**"

Note: If you extracted the zip file instead of leaving it in downloads, then choose the second option for "Import SPEX UPC Folder" instead

3. Find the UPCMMDDYY.zip file that you downloaded. It should be located in your "downloads" folder (accessible on the quick start menu on the left side of the pop up).

4. Once you have selected the UPCMMDDYY.zip file, click "**Open**". The SPEX UPC import process should begin.

Congratulations! You have now successfully loaded Frames Data SPEX UPC On-Demand into Crystal PM.

If you have any questions please contact technical support at techsupport@framesdata.com or by phone at 1-800- 821-6069 ext.1.