

## CONFERENCE ROOM **UPGRADE** DOCUMENTATION

#####  
**UNINSTALLING AND REINSTALLING CONFERENCE ROOM TO FIX IT**  
#####  
If you are not sure please follow instruction that are posted below...

### ● **Windows XP:**

- If you have and wish to keep your existing room list, you will need to backup the conference.db file located in C:\Program Files\**Conference** folder.

- Uninstall Conference from “**Add or Remove Programs**” in your windows **Control Panel** by selecting the “**Audio/Video Conference**” option in the dialog box.

- Delete the following folder if it still exists:

C:\Program Files\**Conference**.

- Delete any icons and archives of the Conference you might have on your desktop.

- Reboot your PC, Broadband modem and router (if you have one).

- Exit any firewall or anti-virus applications that are running.

(you can turn them back on after this testing).

- Download (“**???Room.exe**”) (e.g. “**What-ever-it-is.exe**”) from your [download link](#).

- Once the software is properly reinstalled, you can copy the conference.db back into the C:\Program Files\**Conference** folder.

### ● **Windows Vista:**

- If you have and wish to keep your existing room list, you will need to backup the conference.db file located in C:\Program Files\**Conference** folder.

- Uninstall Conference from “**Programs and Features**” in your windows **Control Panel** by selecting the “**Audio/Video Conference**” option in the dialog box.

- Delete the following folder if it still exists:

C:\Program Files\**Conference**.

- Delete any icons and archives of Conference you might have on your desktop.

- Reboot your PC, Broadband modem and router (if you have one).

- Exit any firewall or anti-virus applications that are running.

(you can turn them back on after this testing).

- Download (“**???Room.exe**”) (e.g. “**What-ever-it-is.exe**”) from your [download link](#).

- Save it to your Desktop (or a folder you will remember).

- Right-click on the (e.g. “**What-ever-it-is.exe**”) file.

- Select “**Run as Administrator**” from the options list.

- A pop-up box should appear requesting you click “**Continue**”; click “**Continue**”.

That's it. This is how you run the web conferencing software as an administrator.