

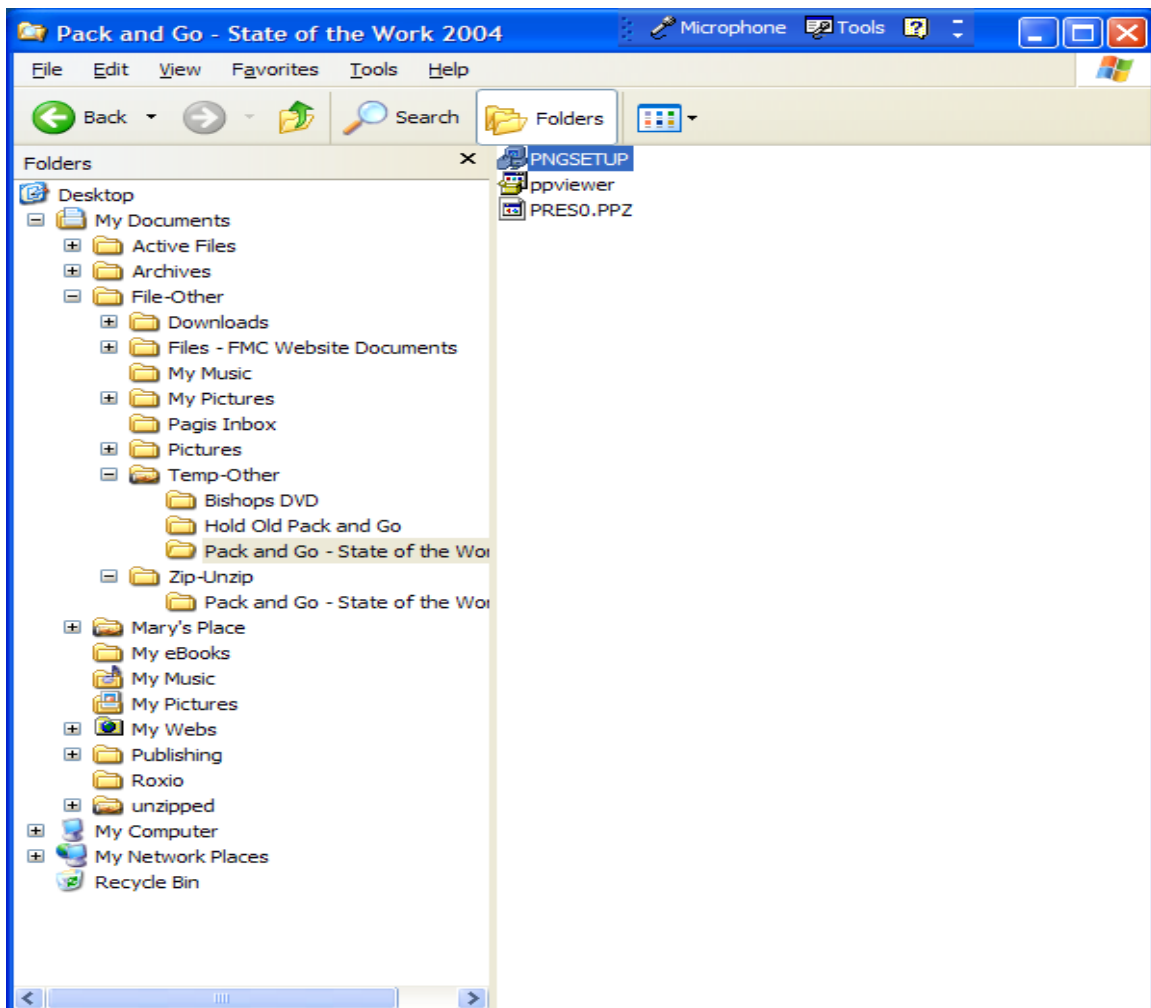
Instructions for showing the State of the Work Report 2004.

Step 1 – Copy contents of CD to hard drive. (If you downloaded the file and have unzipped it, skip this step and go to Step 2.)

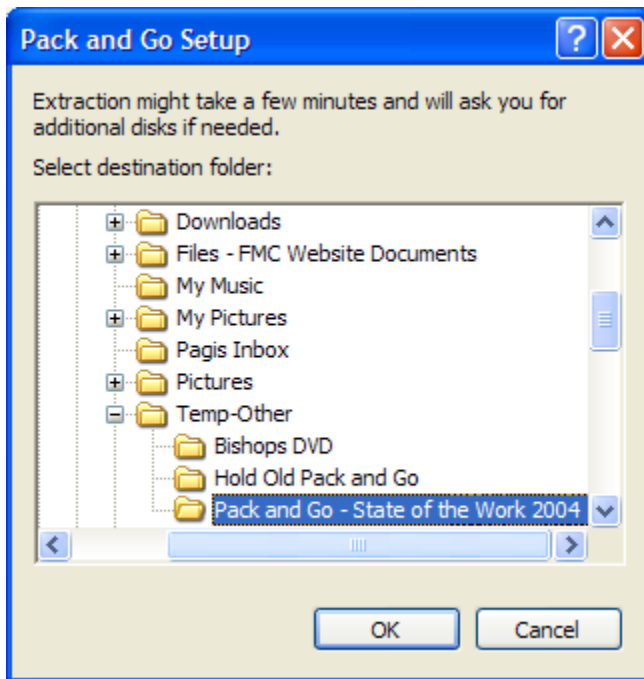
- 1) Create a special temporary folder on your hard drive.
- 2) Copy the folder “Pack and Go – State of the Work 2004” folder from the CD to the new temporary folder on your computer’s hard drive.

Step 2 - Unpack

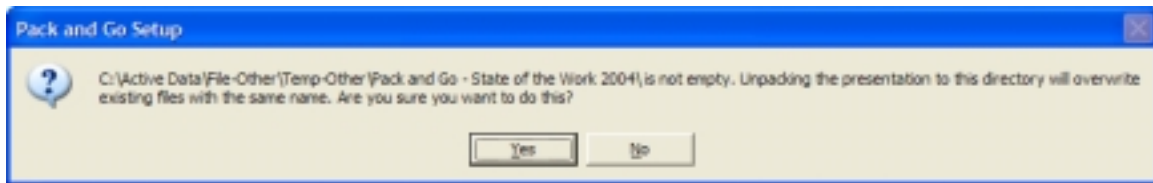
1) Unpack the “State of the Work 2004” presentation by double-clicking on the file “PNGSETUP” as shown below.



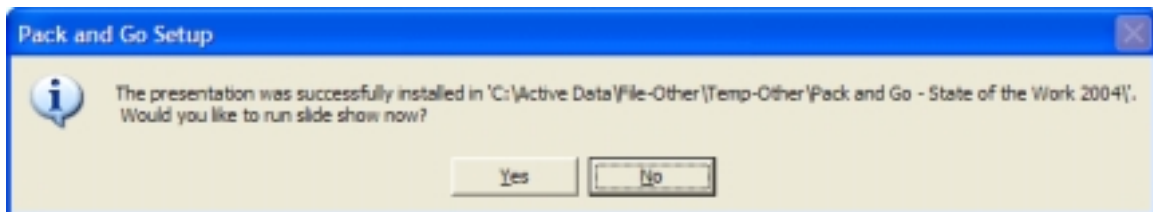
2) Select the destination folder into which the files will be unpacked. We recommend selecting the same temporary folder which will automatically be the default selection as shown in the diagram below. Click OK.



3) Disregard the “overwrite” warning, since you created a new temp directory and simply click “Yes.”



4) The extraction process may take a couple of minutes and then the following message will come up. Click “No” and go to step 2.

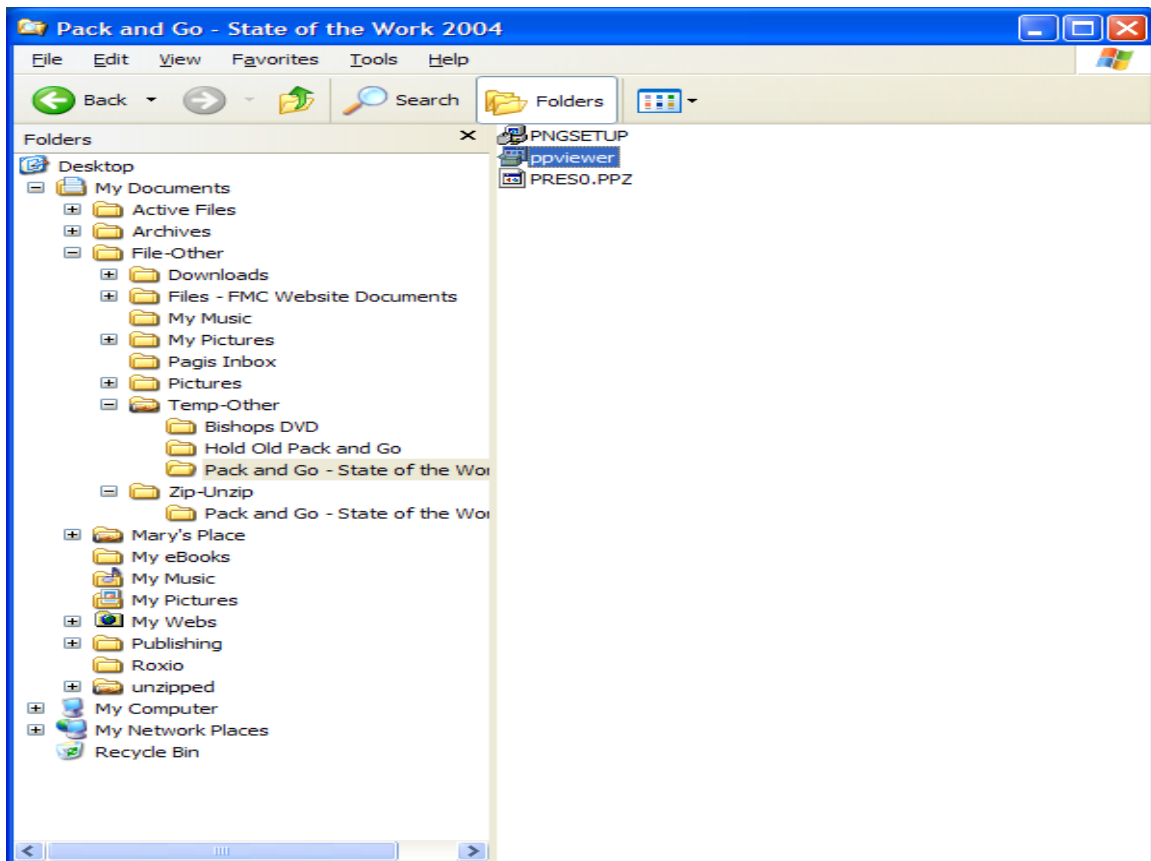


Step 3 – Install PowerPoint Viewer and Run the Presentation

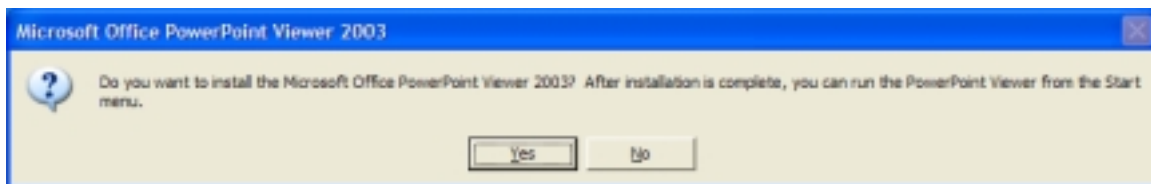
If you do not have PowerPoint Viewer 2003 and if you do not have PowerPoint XP or Windows XP operating system, you must install the PowerPoint Viewer 2003 onto your computer (or the program will not run properly) as follows:

(Note: If you have PowerPoint XP and an XP operating system, you do not need to install the viewer. However, the viewer allows you to run the presentation without opening up the Powerpoint program.)

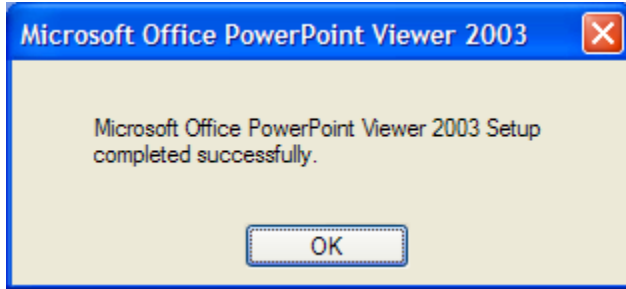
1) Locate and double-click on the file called “ppviewer” (as shown below).



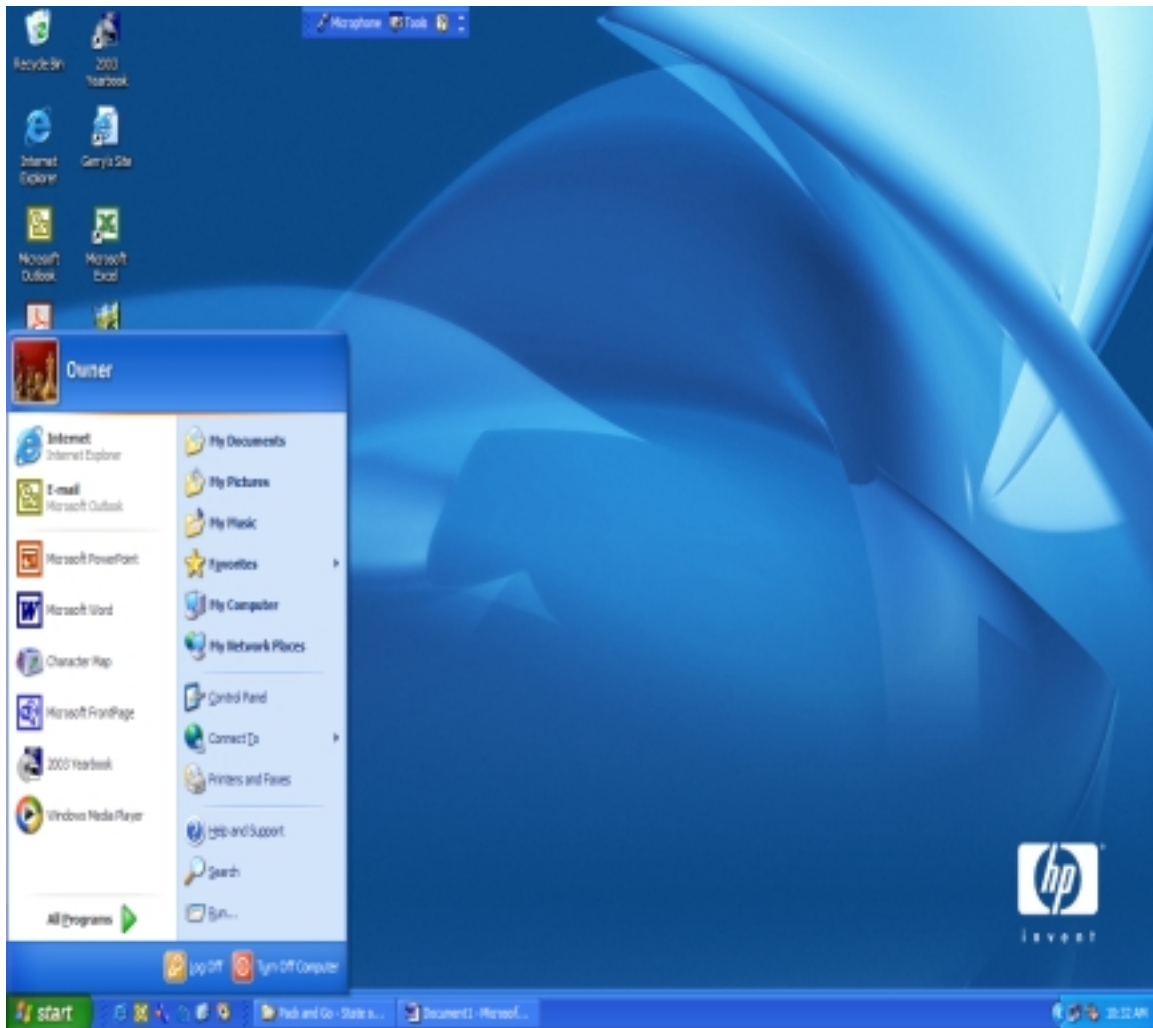
2) The following box will be displayed. Click “yes.”



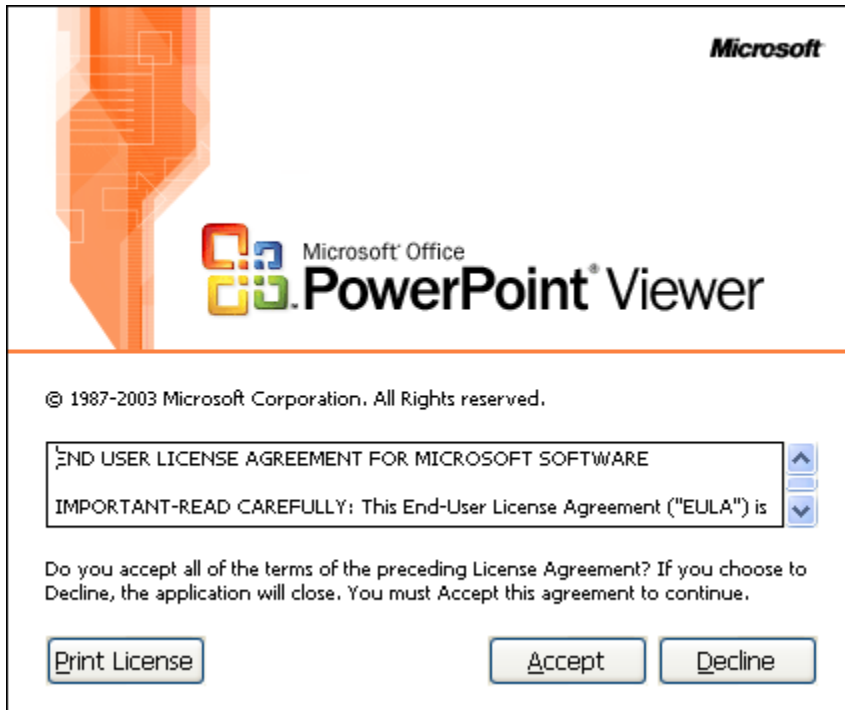
3) The following box will be displayed. Click “OK.”



4) Click on your “Start” button and click “All Programs” as shown below to open your list of programs. Then locate and open the newly added program “Microsoft Office PowerPoint Viewer 2003.”



5) If this is the first time you have ever installed the viewer you will be asked to accept the end-user license agreement. Click the “Accept” button as shown below.



6) You will be asked to locate the presentation you want to run. Go to the temp directory into which you installed the “State of the Work 2004” presentation and double click on the presentation file.

