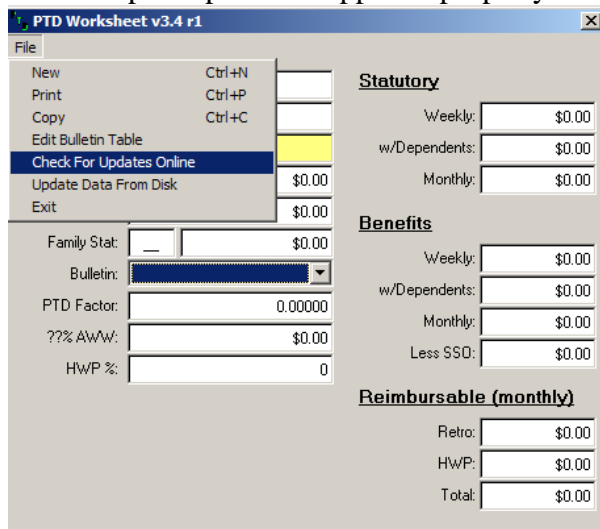


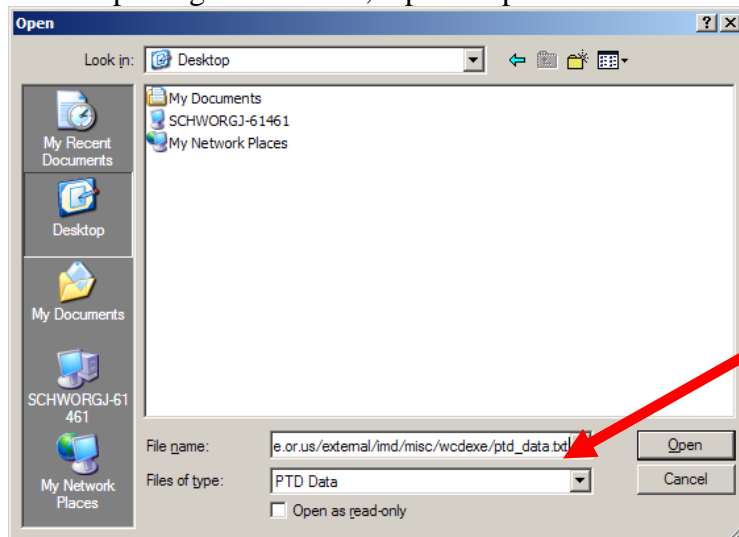
## Updating the PTD Calculator

Each year you will need to update the data file used by the PTD calculator. If you install a fresh copy of the PTD calculator program, you will want to perform this update right away to be sure you are using the most current data file. The installer DOES NOT contain the most up to date data file in most cases.

- 1) Start the PTD program.
- 2) Click the drop-down labeled “Bulletin” and you see the October 1 bulletin listed at the top of the list. If you look before October of the current year, you should see last year’s bulletin. If you look during or after October of the current year, you should see the current year’s bulletin.
- 3) If your data file IS NOT up to date you should first try the automatic update procedure. This works for most users. Simply click the “Check for updates” option in the “File” menu. Then repeat step 2 to be sure the update process happened properly.



- 4) If the automatic update process didn't work for you, use the manual process by clicking the “Update Data From Disk” which is also in the “File” menu. You will get a message saying you need to insert a disk into the “A:” drive. You can ignore this and a file requester will open. Simply copy and paste this URL into the box: [http://www.cbs.state.or.us/external/imd/misc/wcdexe/ptd\\_data.txt](http://www.cbs.state.or.us/external/imd/misc/wcdexe/ptd_data.txt) After importing the data file, repeat step 2 to be sure the update process worked.



You may also choose to save the data file from the link shown above to another device such as a USB drive and then use that device to update your PTD calculator instead of directly using the URL in the file open dialog box. In any case, after using the URL or other device to get the data file imported, your data file should be up to date. Use step 2 after any update to be sure things worked properly.