How to install SA-SAMS Patch

1. Open the **EMIS Portal** website(http://www.fsdoe.fs.gov.za/EMISPortal).

2. Click on **SA-SAMS Help** and click on **Downloads**.
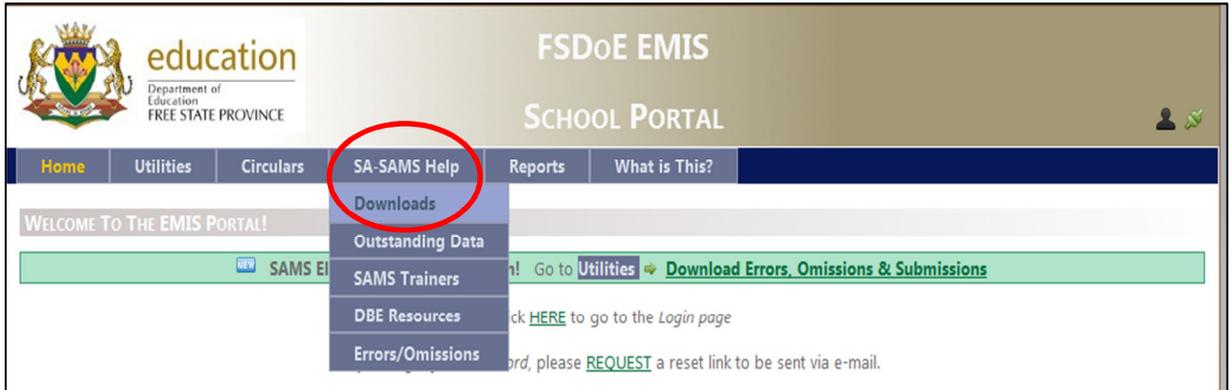
3. Place your mouse cursor on "SA-SAMS – Latest Patch" description. If the cursor changes to a hand, click on the description to **Save** or **Run** the patch.

   NOTE: It is advisable to Save the patch before you run it so that the saved patch can be Run on other computers using SA-SAMS.
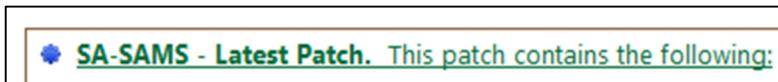
4. The following screen will display:
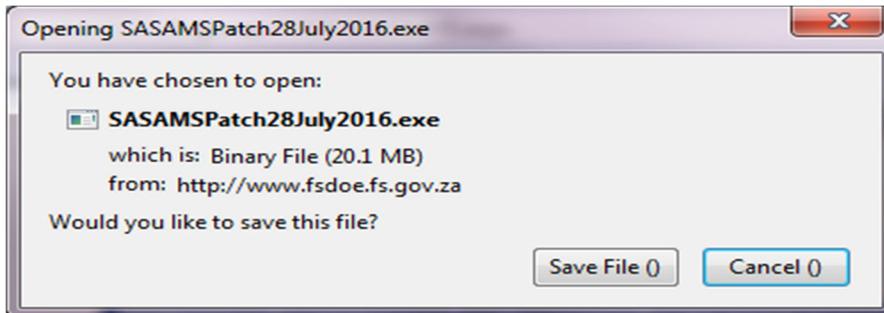
   NOTE: The .exe file name consists of the description and the date the patch was released.

5. Default folder to save the files is **Downloads**. Go to **Downloads** on Windows Explorer. The following file will display:

6. Double click on the file **file** to install.
7. Click the **Extract** button.