# For UnifiMD On-Premises Clients

When installing updates in your office, be sure to read all prompts and pop-ups fully. If you are not comfortable installing updates, please reach out to CHS Support for assistance.

1. **Always run a full backup prior to running an update.**
2. **Be sure that all users are logged out of UnifiMD.**
3. **Educate your staff. Make sure they know what to do when they see the update prompt.**
4. **Pay attention to emails and CHS Alerts for upcoming update announcements.**
5. **Consider having your IT Staff install updates and restrict your access to do so.**

When an update becomes available, only a Windows administrator can initiate the download process. This change eliminates the previous issue where updates would download but not install, fail to prompt again, and require users to manually locate, download, or transfer the installation files.
The prompts that pop up alert users to the correct order to install the updates:

A workstation warning before the server is updated – users cannot update the workstation, the current installed version will open.
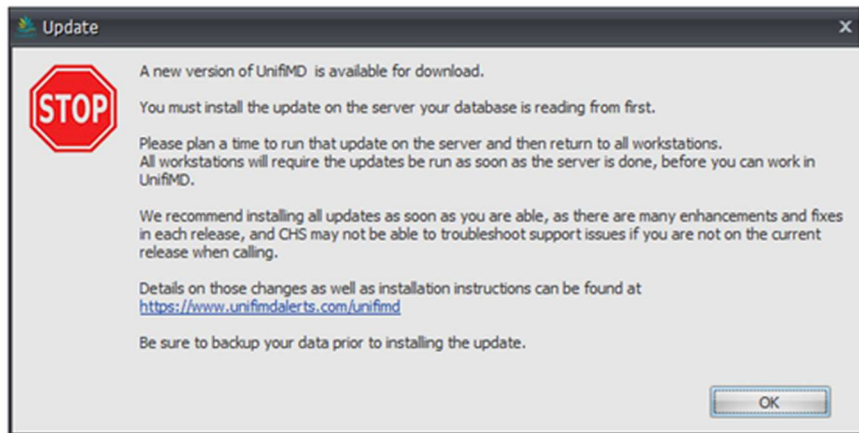
A server warning – allows you to install now (**only if** the logged in user is a Windows admin).
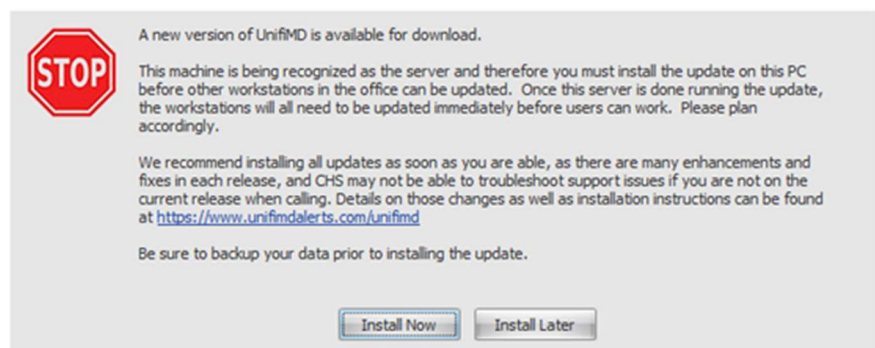
A workstation warning after the server has been updated – users cannot open the current installed version and **MUST** run the update to open the program.