

Thank you for choosing Microsoft Word, the world's most popular word processor. By running the UPGRADE.EXE program contained on the disk in this package, you can upgrade Microsoft Word 6.0 to version 6.0a. You must have Microsoft Word 6.0 already installed on your hard drive, because this disk contains only the differences between Word 6.0 and Word 6.0a. In addition, you must have 8MB of space available on your hard drive. During the upgrade process, UPGRADE.EXE creates a duplicate of some of the Word 6.0 application files and stores them as temporary files on your hard drive. These temporary files will be deleted when the upgrade is complete.

**Note:** This disk is intended for upgrading the installation on your local hard drive, *not* network installations. To upgrade a shared installation on a network server, you must use a complete Word 6.0a disk set. Contact Microsoft Customer Service to obtain a full disk set.

UPGRADE.EXE examines the Word 6.0 application on your hard drive, comparing the dates of the Word 6.0 application files to the dates on the upgrade disk. If the dates on the Word 6.0 application files are earlier, UPGRADE.EXE copies the new portions from the upgrade disk into the application files on your hard drive. This upgrade does not affect your existing documents. However, when you open a Word 6.0 document in Word 6.0a, the document will be converted to the newer format.

**To upgrade from Word 6.0 to Word 6.0a:**

1. Close all applications, including Word.
2. If Windows is not running, start Windows.
3. Insert the Microsoft Word 6.0 for Windows Maintenance Disk in the appropriate high-density floppy disk drive.
4. In the Program Manager window, choose Run from the File menu.
5. In the Command Line box, type the drive letter for the drive containing the Upgrade disk, followed by a colon and the word **upgrade.exe**. For example, type **a:upgrade.exe**. Then choose the OK button.
6. Follow the instructions on the screen. When the upgrade is complete, choose the OK button.

## **Troubleshooting**

Listed below are the possible error messages that might come up during the installation, along with an explanation of the circumstances that might cause the error and suggestions for correcting the problem. In most cases, when you click the OK button in the message box, UPGRADE.EXE skips the file listed in the message and continues upgrading the remaining files.

***[...] is not the correct version for this upgrade***

This message appears if the version of Word on your hard drive is anything other than Word 6.0. Reinstall Word 6.0, then use UPGRADE.EXE to upgrade to Word 6.0a.

***There is insufficient disk space to complete this upgrade***

When you start UPGRADE.EXE, the program checks the disk space available on your hard drive. If insufficient space is available, this message appears and the upgrade is stopped. During the upgrade, you should have approximately 8MB of space available on your hard drive.

***There is insufficient memory to complete this upgrade***

There is insufficient RAM memory available. Close other applications and restart your computer.

***Unable to find the stf file in the win.ini***

This message indicates that your existing Word 6.0 installation is incomplete. Reinstall Word 6.0, and then run UPGRADE.EXE again.

***Unable to initialize the application***

***Unable to initialize the task instance***

***Unable to initialize the Windows timer***

UPGRADE.EXE or one of its components is unable to run. Close other applications and restart your computer, then run UPGRADE.EXE.

***Unable to create a temporary file***

During the upgrade process, UPGRADE.EXE creates a duplicate of some Word 6.0 application files and stores them as temporary files on your hard drive. These temporary files will be deleted when the upgrade is complete. This message appears if you have insufficient space available on your hard drive for these temporary files to be created. Delete unnecessary files on your hard drive to free up space, and then run UPGRADE.EXE again.

***Cannot locate the file [...]***

UPGRADE.EXE looks for the components of Word 6.0 in their default locations—that is, the locations where they were originally installed. You may have moved or deleted the file. When you click the OK button, the upgrade will skip that component and continue upgrading the components it can locate. (If you suspect that some of the original Word 6.0 components may have been deleted or moved, you can ensure a complete upgrade by reinstalling Word 6.0 before running UPGRADE.EXE.)

***A file system error has occurred on file [...]***

The file listed in the message may be open. For example, the Word Help file might be open even though Word is not running. Look for other applications that are keeping the file open or locked and close those applications.

***Cannot open the file [...]***

This message occurs if the file that is being upgraded is currently open. Click OK to continue without upgrading that particular file. Then close all files and run UPGRADE.EXE again.

***The patch to file [...] was not applied***

The target file on your hard drive may be corrupt. Restart your computer and run UPGRADE.EXE again. If you receive the same message on the same file, try deleting the specified file, reinstalling Word 6.0, and then running UPGRADE.EXE again.

***There is an error reading file [...]***

There may have been an operating system error. Restart your computer and run UPGRADE.EXE again.

***There is an error writing file [...]***

You may have run out of disk space on your hard drive. Click OK to skip this file and continue the upgrade. When the upgrade is finished, delete some unneeded files to make room on your hard drive, and then run UPGRADE.EXE again to upgrade the file or files that were skipped.

***Error writing to system.ini***

This message occurs if the system.ini file is locked by some other application, such as a text editor. Close all other applications and DOS sessions and run UPGRADE.EXE again.