Contractor Audit Tool Installation Instructions

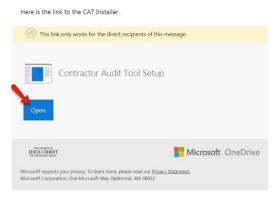
Before proceeding please ensure you are installing the CAT on a Windows 10 machine, Windows 7 will not run the CAT. Please use the recommended device we sent to you previously. This will ensure optimum performance.

Under <u>no circumstance</u> should you share your CAT installer with another contractor. Doing so will give that contractor access to your personal database. This can lead to interview failure and possibly suspension.

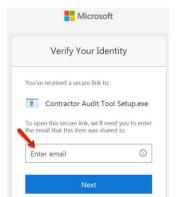
By installing this software, you agree to the following terms; Any attempt to reverse engineer, decompile, or access the underlying source code will be considered an attempt to defraud FamilySearch which would be a material breach of contract.

Contractors who operate in multiple countries must have a CAT device for each contractor ID they own.

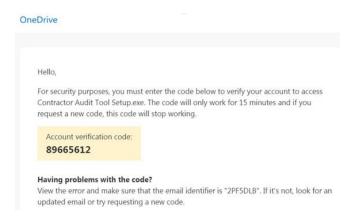
1. You will receive an email giving you access to the CAT Installer .exe file. Click [Open]. If the email does not appear in your regular inbox please check your spam folder.



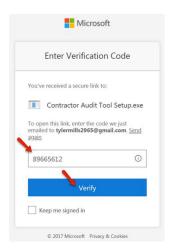
2. Enter your email address to receive the verification code required. Then click [Next].



3. Go to your email to find the Account verification code. It may take a minute to receive the email. If the email does not appear in your regular inbox please check your spam folder.



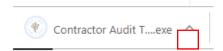
4. Go back and enter the code. Click [Verify].



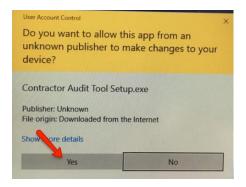
5. Click [Download].



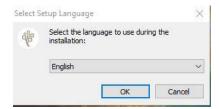
6. After the tool downloads, click the arrow and then click [open]. Be patient. It takes time to open.



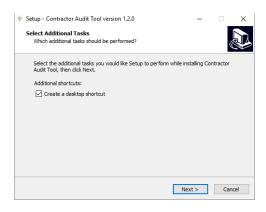
7. When the permission box opens, click [Yes].



8. Choose the language you will use in running the CAT. Then click [OK].



9. Click [Next]. Make sure the checkbox is checked to create a desktop shortcut.



10. Find the Contractor Audit Tool shortcut on your desktop.



Before proceeding we recommend you use the following documentation to prepare your system for <u>backing up the CAT</u> .