

Windows Directions:

- 1) Have the user log in as usual
- 2) Download the KeyClient from <https://www.sassafras.com/support/>
- 3) Choose either the 32 or 64 bit install as needed
- 4) Right click and install as administrator
- 5) Note: Make sure you put the server name in the space provided. The proper server name is provided by your TIPS Service Manager, or you can call or email the Software Manager
- 7) For the rest of the install take the defaults and reboot your workstation
- 8) Any problems you can call email Daryl Hines dhines@osmre.gov or call at 303-293-5012.