



Download OTCnet Offline Check Capture Software

To download OTCnet Offline Check Capture software, complete the following steps:

1. Click the **Administration** tab.
2. Select **Manage Check Processing** then **Manage Centralized Deployment**.
3. Click **Download Release**. The *Agency Endpoint List* page appears.
4. From the **Application** drop-down menu, select **OTCnet**.



Application Tip

By default, the **Application** drop-down menu is set to **Firmware**.



Application Tip

The **OTCnet** application is the OTCnet Offline check capture software.



Application Tip

Before a terminal can scan checks in **OTCnet Offline**, download and install **both** the **Firmware** and **OTCnet** application.



Application Tip

If you are upgrading from a 1.3 or older version of OTCnet Offline Check Capture version to a 1.3.1 OTCnet Offline Check Capture version or above and your Agency manages verification records, you will need to reset and download the LVD for each terminal. Refer to the *Reset LVD* and *Download LVD* printable job aids. If you are upgrading from a 1.3.1 version to 1.3.3 or higher, you do not need to reset and download the LVD.

5. Click **Next**. The *Select Application for Download* page appears.



Application Tip

As a best practice, click the **Next** button without selecting individual OTC Endpoints. If a **Check Capture Administrator** chooses to proceed to the next page without selecting an OTC Endpoint, the system will display all available firmware versions for download regardless of whether or not it has been assigned to that OTC Endpoint.



Application Tip

Selecting the agencies (OTC Endpoints) and then proceeding to the next page will show only the firmware versions assigned to that particular OTC Endpoint. If you do not select an OTC Endpoint and proceed to the next page, the next page will display any and all releases configured for OTCnet.
Note: Selecting an agency (OTC Endpoint) is not required or recommended.

6. Click the **OTCnet** hyperlink to download the software. The *Review Application Download* page appears.
7. Click **Download**. The *Save Program* dialog box appears.
8. Click **Save** or **Cancel**. The **OTCnet Offline** icon appears on the terminal's desktop and on your Start Menu under Programs once the application is successfully installed.



Application Tip

If you click **Save**, choose the location where you want to save the file. If you click **Cancel**, you return to the OTCnet Check Capture Application Download page without saving the file.



Application Tip

Additional buttons on the page that help you perform other tasks:

- Click **Previous** to return to the previous page.
- Click **Return Home** to the OTCnet Home Page.