



www.shipritesoftware.com

info@shipritesoftware.com

ShipRite Update v.10.24.5

This Update must be installed ASAP.

Overview

- Time to Download: 25-40 seconds.
- Time to apply update: 5-10 minutes.
- It is recommended you download this at the end of day, and not as you arrive for work, unless you get to the center at least 1 hour ahead of time.
- When first opening ShipRite, the top header should read **v.10.24.5 – Build 1**. If it does not, please re-download the update.

- **New Endicia Discount rates for USPS**
Endicia has updated the preferred discounts for ShipRite users. This update will automatically load the new discount structure for users that have Endicia.
The official USPS retail rates remain unchanged.

*Technical Support will be available Saturday 10am – 3pm EST.
Monday – Friday 8am-8pm EST.*

Installation

1. Backup your ShipRite database. You should be backing up DAILY. If you are not, please go to www.shipritesoftware.com/FAQS, download the "Backup ShipRite" instructions, and then apply the backup procedure.
2. The Update has to be done on the server computer with ShipRite closed on all other workstations.
3. On the server, from the main ShipRite screen, click on the EOD button. In the top right corner, click on the Program Updates button.



If Program Update button does NOT work, go to the next page of this document to manually download the update!

4. A ShipRite Updates status screen will display with information that the update is being downloaded. Depending on your internet speed, this can take a few minutes to complete. When done, a message will display informing you that the Update downloaded successfully. Close the screen and close out of ShipRite completely.



5. After closing ShipRite, open it right back up from the desktop shortcut. During the initial startup, a message will appear stating the Program Update has been located. Click YES to install the update.
6. If an updated version of the ShipRiteNet 4.5 module needs to be installed, a prompt will come up to install it. Follow the prompts to install it as well.
7. After the installation is completed, start ShipRite back up from your normal icon. The first time ShipRite is started up, the software will go through a loading procedure. This is normal.

The update is now completed.

If Program Update button fails to download the update:

It's possible that a firewall or anti-virus software blocks the Program Update from being downloaded. If that is the case follow these instructions:

1. Click [<<HERE>>](#) to manually download the update.
2. SAVE to your desktop. Double click on the file name: Update_10.24.5.exe
3. Click NEXT to start the loading process, then FINISH to complete the installation.
4. If a message comes up to install the SAP Crystal Reports Runtime Engine, follow prompts to install.
5. If you receive prompts that the ShipRiteNet 4.5 module needs to update, go ahead and click YES and continue until done. Click CLOSE when done. If prompted to Repair or Remove, select Repair.
6. Start the ShipRite Program from the normal icon. You may get a message that X number of Database fields were added. This is normal. You will be required to restart the program again.
7. At this point start up ShipRite on the workstations.

Once the ShipRite Main Menu screen pops up, you are updated.

Workstations

After the server is updated, start ShipRite on any additional workstation that is present.

The first time ShipRite is started up on a workstation, a popup message may appear to install the "SAP Crystal Reports Runtime Engine" on each workstation if not already installed. Follow prompts on screen to install.

Start ShipRite back up.

If the ShipRiteNet 4.5 module needs to be updated on the workstation, a popup message will appear ("Failed to Load ShipRiteNet 4.5 module"). Press YES on that pop-up dialog and follow prompts on the screen to install the current ShipRiteNet module.

If prompted to repair or remove ShipRiteNet4.5, select Repair.

New Endicia Discount rates for USPS

Endicia/USPS have updated the discount structure given to ShipRite users. The changes include the following:

- USPS Priority Mail Flat Rate preferred rate average increase of 4%.
- USPS Priority Mail preferred rate average increase of 5%. These rates are still lower than the commercial discount rates.
- USPS Ground Advantage preferred pricing is increasing with some adjustments as high as \$2.11.

Changing USPS Priority Flat Rate pricing in ShipRite

Since domestic flat rate costs have changed, below are the instructions to adjust your selling price for USPS Flat Rate envelopes and boxes.

From the main splash screen, got to Actions > Table Management > Master Shipping Table

Select USPS from the drop down

Select the PACKAGING tab

All Priority and Express flat rate boxes and envelopes are listed. Change the Sell price as desired and UPDATE NOW after each change. Remember there are Domestic, Canada, and International pricing for each item. Make sure you change those too if desired.

Restart ShipRite after making any pricing changes.

Fixes Included in version 24.5

Type	Module	Description
	Build 1	
New	USPS	Updated Endicia discounted rates effective 07/01/2024.