


WASH & CLEAN Toolkit Instructions

October 2014

File Size: 10.3 MB

Operating System Requirements: Windows Vista (32-bit or 64-bit), Windows 7 (32-bit or 64-bit), or Windows 8 (32-bit or 64-bit); Mac OS X 10.6.8 or later with Parallels Desktop 7 or later or VMware Fusion 4 or later

Download Instructions:

- Click on the WASH & CLEAN Toolkit link (underlined)
- Click on the  symbol at the top of the page. A zipped file will download.
- For the toolkit file you will need to unzip the file. To do so on a mac, the computer should automatically open the file using Archive Utility. On a windows computer, click the folder once downloaded, select "Extract All Files" then follow the on-screen instructions.

Instructions to open the Toolkit:

- Unzip the WASH & CLEAN TOOLKIT Version 1 – October 2014 folder
- Double-click on the WASH & CLEAN TOOLKIT Version 1 – October 2014 folder
- Within the folder, double-click on the WASH & CLEAN TOOLKIT Version 1.exe file to open the toolkit
- An 'Open File – Security Warning' pop-up box may appear, click **Run**
- You will be presented with the opening slide and a menu on the left of the screen
- Use the menu and previous/next arrows to navigate between pages
- Click on the highlighted text or 'buttons' within each page to open the associated documents
- Documents will open in a new window. Please note, opening multiple documents may slow the operating system. It may be useful to close each document window after use.
- To access all documents click 'Resources' on the top right of each page. The documents are listed in the order that they appear in the toolkit.
- Under Resources word documents of the tools are also provided for ease of adaptation
- Once you have clicked on the chosen word document under Resources a pop-up box will appear. Select the relevant action (open, save, save as) to open and/or save the document.