



Installing Evolution Remote

1. Make sure that you have Administrative Rights to download and install programs. If not please contact your IT Department.
2. Open up your internet browser (Internet Explorer, Mozilla Firefox)
3. In the address bar type <https://secure.gtm.com/evolution/EvoClient.msi>
4. The installer will begin downloading to your hard drive
5. It will then ask if you would like to "Run" or "Cancel"
6. Hit "Run"
7. The next screen will be "Welcome to the Evolution Remote Installation"
8. Hit "Next"
9. The next Screen is where to install Evolution
10. Hit "Next"
11. The next screen is the final screen before installing Evolution
12. Hit "Next"
13. It will finish installing and then next screen is "Evolution Remote has been successfully installed"
14. Hit "Finish"
15. Double-click on "Evolution.exe"
16. Enter in Login Information:
 - a. USERNAME and PASSWORD provided to you by GTM Payroll Services Inc.
 - b. Server is "evo.gtm.com" without the quotes
 - c. Connection
 - i. T1 – If you are using a T1 connection or Road Runner
 - ii. DSL – DSL
 - iii. Modem – Using a Dial-Up Connection
17. Hit "Ok"
18. Evolution will go through an update process
19. Once it is done updating the login window will appear again
20. Enter in the login information in as in step 22
21. Then Evolution will load up
22. Delete the "Evolution Remote Installer" located on your desktop to prevent any future issues