

Moving ANCS+ 8.0 to New Computer/Server

11/12/2007

These instructions are for moving the entire program including all the data to a new computer or server. (**Note:** If your new computer is a workstation and only connects to a main server where the data is located, please follow the workstation setup section of the instructions instead.) Please read all steps before beginning the process. If you are unsure of any step, contact Technical Support at (434) 975-3256 option 4.

If the ANCS+ Patch 1 has not yet been applied on your system, we recommend doing so during this move to the new server. It will be applied during step IV. To test for Patch 1, go to the Tools pulldown menu and confirm that the Catalog Comparison is there.)

I. Install the program on the new machine.

Use the original ANCS+ 8.0 installation CD dated 9/8/2006 and instructions to install the program in the new location. The instructions can be found on the installation CD in the documentation folder.

II. Copy the configuration settings for the new computer.

1. On the new installation, open Query Express (see attached for instructions on using Query Express) and connect to the instance (computername\version8). Then choose the RediscoveryNPS_Dbf database from the database pulldown menu in the left navigation pane.
2. Locate SystemOptions in the User Tables and right click on it. Choose "select * from SystemOptions". Click the Execute button on the button bar (green arrow).
3. Highlight and copy the Data column entries for the following ID lines: 1, 4, 11, 12, 14, and 24 (these are the path information for fullimages, thumbnails, serverrootpath, serverrootpathforserver, SystemCode and SQLServer). Paste these into a Notepad or WordPad page to save them, making note of the id number next to each one that you copy. You will use these in Option A.10 or Option B.7 below.

Note: If this installation is in the same location on the new machine as it was on the old machine, you only need to copy the Data entries for ID lines 14 and 24.

4. Close Query Express. If the system asks you to about saving changes, click No.

III. Move the data.

There are 2 options for copying the data from the old computer to the new one. Option A, the recommended option, requires less work in Query Express and requires logging into ANCS+ and working some within the program. Option B does not require any work in ANCS+ and is more appropriate for people who are comfortable with SQL commands.

Option A: Use the new ANCS+ installation to create directories then copy the data.

1. On the new computer, start the ANCS+ program and login using red/red.
2. Click No to the run the upgrade question and then No again because it does not need to run in the future. Login again with red/red.
3. Create all the same directories in the new program that exist on your old machine. Be sure to check both the Collections and the Archives modules for directories. (Go to Tools – Create New Directory.) Make sure that you use the same names for each directory and do not skip any even if you think they are empty.
4. Stop the SQL Service on both the new machine and old machine: Go to Start – Control Panel - Administrative tools – Services. Locate Sql Server (version8); right-click on it and select Stop.
5. From the old computer copy the data and images. Note: These files can be quite large and may require you to move them in batches.
 - \Rediscovery Version8.0\Data*.mdf and *.ldf files and paste them into the new machine's Rediscovery Version8.0\Data folder. You will be overwriting the same files on the new machine.
 - \Rediscovery Version8.0\fullimages, thumbnails, upgrade and VisualRediscovery folders and paste them into the new one in the same location.
6. Start the services again on both machines through the Administrative tools – Services window (as in step 4). This time right-click on SQL Server (version8) and choose Start.
7. On the new installation, open Query Express (see attached for instructions on using Query Express) and connect to the instance (computername\version8). Then choose the RediscoveryNPS_Dbf database from the database pulldown menu in the left navigation pane.
8. Locate SystemOptions in the User Tables and right click on it. Choose “select * from SystemOptions”. Click the Execute button on the button bar (green arrow).
9. Copy the saved settings from II.3 above back into the table using the command below typed or pasted into the blank query window on the right in Query Express.
To avoid typographical errors, we recommend that you open both this Word document, as well as the Notepad or Wordpad document so that you can copy and paste the text into the query window.

Update SystemOptions

```
set data = 'C:\Program Files\Rediscovery Software Inc\Rediscovery Version8.0\FullImages'  
where id = 1
```

Inside the single quotes for the “set data = “ line, make sure you use the text you copied earlier in place of the highlighted section.

Click the Execute button on the button bar (green arrow).

Repeat this command by changing the text within the single quotes of the second line for each line id number using the text you pasted into the Notepad or

Wordpad document. Then, make sure to change the “where id” number to match the line id number for the text you are replacing. You will do this for each line id (1, 4, 11, 12, 14, and 24) that you copied to the Notepad or Wordpad document so that the new machine will have the correct path information instead of the ones from the old machine.

Note: If this installation is in the same location on the new machine as it was on the old machine, you only need to copy the Data entries for ID lines 14 and 24.

10. Proceed to Step IV.

Option B: Copy the data over and then attach the databases using Query Express.

Note: Only use this option if you are comfortable working with SQL commands.

1. Stop the SQL Service on both the new computer and old computer: Go to Start – Control Panel – Administrative tools – Services. Locate the Sql Server (Version8) - right click- select Stop.
2. From the old computer copy the data and images. Note: These files can be quite large and may require you to move them in batches.
 - \Rediscovery Version8.0\Data*.mdf and *.ldf files and paste them into the new machine's Rediscovery Version8.0\Data folder. You'll need the names for each of these later.
 - \Rediscovery Version8.0\fullimages, thumbnails, upgrade and VisualRediscovery folders and paste them into the new one
3. Start the services again on both machines through the Administrative tools – Services window (as in step 1). This time right click and choose Start.
4. On the new computer, open Query Express (see attached for instructions on using Query Express) and connect to the instance. Then choose the RediscoveryNPS_Dbf database from the database pulldown menu in the left navigation pane.
5. Locate SystemOptions in the User Tables and right click on it. Choose “select * from SystemOptions”. Click the Execute button on the button bar (green arrow).
6. Copy the saved settings from II.3 above back into the table using this command typed or pasted into the blank query window on the right in Query Express: (to avoid typographical errors, we recommend that you open this document in Word and the Notepad or Wordpad document so that you can copy and paste the text into the query window.)

Update SystemOptions

```
set data = 'C:\Program Files\Rediscovery Software Inc\Rediscovery Version8.0\FullImages'  
where id = 1
```

Make sure that you use the text you copied into the Notepad or Wordpad document to replace the highlighted text inside the single quotes for the “set data = “ line. Click the Execute button on the button bar (green arrow).

Repeat this command by changing the highlighted text within the single quotes of the second line for each line id number using the text you pasted into the

Notepad or Wordpad document. Make sure to change the “where id” number to match the line id number for the text you are replacing. You will do this for each line id (1, 4, 11, 12, 14, and 24) that you copied to the Notepad or Wordpad document so that the new machine will have the correct path information instead of the ones from the old machine.

Note: If this installation is in the same location on the new machine as it was on the old machine, you only need to copy the Data entries for ID lines 14 and 24.

7. Still in Query Express, delete any text in the query box and use the following command to attach the databases: (to avoid typographical errors, we recommend that you open this document in Word so that you can copy and paste the text below.)

```
EXEC sp_attach_db @dbname = N'RediscoveryNPS_CR_PARK',  
  @filename1 = N'C:\Program Files\Rediscovery Software Inc\Rediscovery  
Version8.0\Data\RediscoveryNPS_CR_PARK_Data.mdf',  
  @filename2 = N'C:\Program Files\Rediscovery Software Inc\Rediscovery  
Version8.0\Data\RediscoveryNPS_CR_PARK_Log.ldf'
```

You'll need to replace the word 'CR_PARK' in each line above with the actual name of your directory as indicated by the files you copied. For example, CR_GRCA or NH_TONT or AR_INDE.

Also, the path entered above to each filename may differ depending on your installation. Please use the correct path to the indicated file. For example, if you installed the full SQL version and used a drive other than C: or C:\Program Files, the path may be: 'E:\Rediscovery Software Inc\Rediscovery Version8.0 SQL\Data\RediscoveryNPS_CR_PARK_Data.mdf'. Change the path for both filename1 and filename2 as necessary.

You'll run this query for each directory you copied from your old system.

IV. Apply the ANCS+ Patch 1 to the new computer

If the patch had been installed on the old machine, then the only steps needed to apply the appropriate ANCS+ Patch 1 (Standalone or SQL Server 2005 Components install) to the machine are to extract the correct patch zip file and register the DLLs (steps 2 and 3 only of the Patch instructions).

Or, if the patch had not been installed, then apply the appropriate patch (Standalone or SQL Server 2005 Components install) to the machine according to the instructions found at:

ftp://ftp.rediscover.com/NPSupdates/WhitePapers8/ANCS8_Patch1.

Note: You can save yourself some work by applying the workstation patch at the same time you update the workstations in step V.

V. Update the Workstations.

If this is a move to a new server, you will need to reinstall any workstations that were connected to the old server to update the connection for the new server. Additional instructions for installing and uninstalling the workstations can be found in the Documentation folder on the installation CD. **If you modified or created any Re:discovery Reports from a workstation, be sure to use the Workstation Uninstall instructions for additional details.**

1. First, from any workstation that connected to the old server, you will need to uninstall the workstation (Rediscovery Version8.0) using Add/Remove Programs.
2. Next, reinstall the workstation using the installation CD. This makes the connection to the new server.
3. *Only do this step if the patch had already been applied to your old system or if you applied the patch in step IV.* Apply ANCS+ Patch 1 to the workstation by simply extracting the ANCS8_Patch1-Workstation.zip file and registering the DLLs (steps 2 and 3 only of the Patch instructions).

Using Query Express for ANCS+ 8.0

This white paper explains how to use Query Express to work with ANCS+ databases in the SQL environment. Please contact Re:discovery technical support for assistance using this white paper. Working with Microsoft SQL Server may require you to have Administrator rights on your computer.

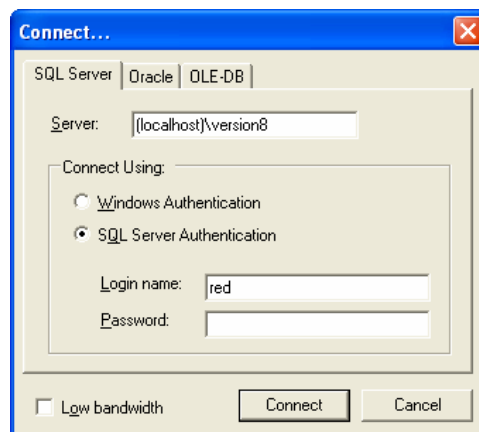
Start Query Express: Open the C:\Program Files\Rediscovery Software Inc\Rediscovery Version8.0\QueryExpress folder, and double-click the file "QueryExpress.exe". The Query Express "Connect..." window opens:

Enter the SQL server name. For stand-alone and small network installations of ANCS+, use the example shown, but replace (localhost) with the computer name. [The computer name can be found from Start, Control Panel, System, on the "Computer Name" tab. Use the "Full computer name".] For large network installations, use the server's computer name and the name of the SQL instance.

Use SQL Server Authentication.

Enter the login name. The default for ANCS+ is "red".

Enter the password. For stand-alone and small network installations of ANCS+, contact Re:discovery for the password. For large network installations, use the SQL password you assigned.

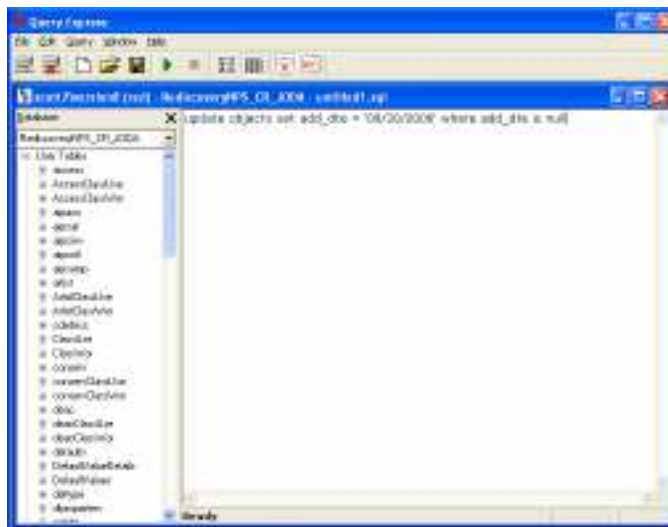


Click the Connect button.

The Query Express window opens. [The Query Express window may or may not show the database browser column on the left. To toggle the browser on or off, click the Show/Hide Browser button on the button bar, or choose Hide Object Browser from the Window menu.]

From the Database pull down, select the database you need to use. For example, RediscoveryNPS_CR_JODA, for JODA's cultural resources database.

The large white space is used to enter a SQL query statement. To execute the query, click the "Execute Query" button (the green arrow), or choose Execute Query from the Query menu.



SQL queries should be used only with supervision from Re:discovery support staff or if instructed in a white paper.

When the query is completed successful, the lower half of the window will say "The command(s) completed successfully".

When closing Query Express, if the system asks you to "Save changes to untitled1.sql?", click No.