

CAUTION !! All new procedures and processes should be checked in the 'Test' environment before being applied to the 'Live' business system.

SINGLE UPDATES

1. INTRODUCTION

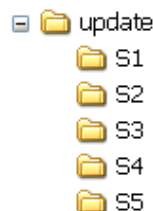
Single Updates may be released as required between Service Packs to add a new feature or 'repair/fix' a specific component of the software. They should be applied to the system when no users are logged in.

All Updates are tested before release, but it is good practice (and recommended) to **ensure that a backup of the system is made before applying the changes.**

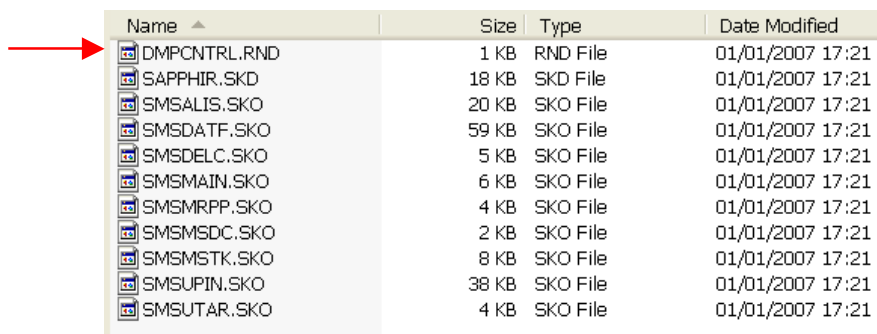
2. APPLYING THE UPDATE

2.1 Create a directory to hold the service pack programs. This should have a name not exceeding 8 characters, such as C:\UPDATE (see Appendix)

2.2 Extract (Unzip) or copy the Update files into the folder. Unzipping may create a number of sub-folders, as in the example below



2.3 Each sub-folder or group of programs will have a control file named DMPCNTRL.RND as shown below.



Name	Size	Type	Date Modified
DMPCNTRL.RND	1 KB	RND File	01/01/2007 17:21
SAPPHIR.SKD	18 KB	SKD File	01/01/2007 17:21
SMSALIS.SKO	20 KB	SKO File	01/01/2007 17:21
SMSDATF.SKO	59 KB	SKO File	01/01/2007 17:21
SMSDEL.C.SKO	5 KB	SKO File	01/01/2007 17:21
SMSMAIN.SKO	6 KB	SKO File	01/01/2007 17:21
SMSMRPP.SKO	4 KB	SKO File	01/01/2007 17:21
SMSMSDC.SKO	2 KB	SKO File	01/01/2007 17:21
SMSMSTK.SKO	8 KB	SKO File	01/01/2007 17:21
SMSUPIN.SKO	38 KB	SKO File	01/01/2007 17:21
SMSUTAR.SKO	4 KB	SKO File	01/01/2007 17:21

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- 2.4 Ensure that the 'Update' directory is empty, and then move (Cut & Paste) the contents of the first sub folder (S1) into 'update'.
- 2.5 Log into the system as Manager and run the Import a Database routine (see Appendix)
- 2.6 Delete the contents of 'Update' and move (Cut & Paste) the contents of the next (S2) folder into 'Update', and run the Import a Database Routine again
- 2.7 Repeat (2.6) for all of the other folders (S3-S5 in the example)
- 2.8 Log into the system as a 'Standard' user and check that the program operations are correct and as expected
- 2.9 Delete the contents of 'Update'
- 2.10 Delete the sub directories/folders S1-S5. The 'Update' folder is now clean and ready to be used for the next Single or Service Pack update

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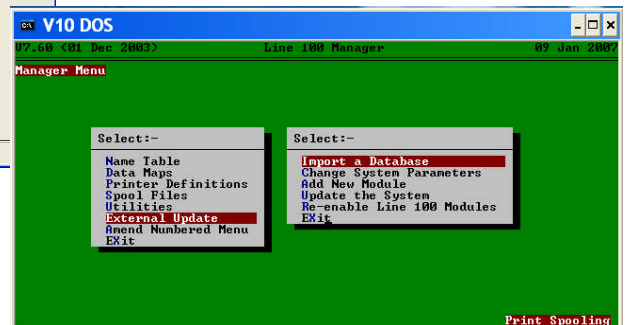
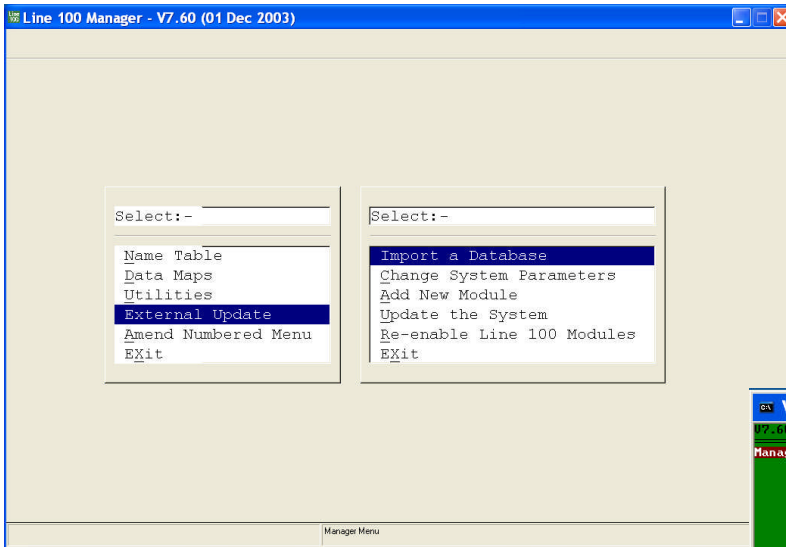
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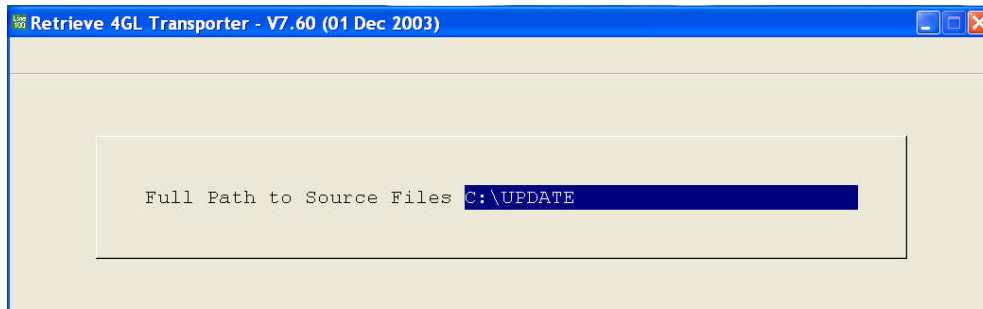
3. APPENDIX – IMPORT A DATABASE

Log into the system as Manager either using the DOS system (C:\LINE100.BAT) or the Sage Windows system (C:\SAGE\LINE100\SVNMOSW.EXE)

There maybe shortcuts to the above on the desktop, or it would be a good idea to create these on the System Supervisor PC



Select *External Update*, *Import a Database*



Enter the path to the files, in this example C:\UPDATE and follow the instructions on screen pressing the Space bar when requested. If prompted to 'Rebuild the Data Dictionary' respond 'N' except after importing the LAST set of files (S5 in this example) when the response should be 'Y'.

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