



FileNet Forms Manager Server

Migration Utility Guide

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FileNet Corporation
3565 Harbor Boulevard
Costa Mesa, California 92626
800.FILENET (345.3638)
Outside the U.S., call:
1.714.327.3400
www.filenet.com

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Typographical Conventions

This document may use the conventions in the following table to distinguish elements of text.

Convention	Usage
UPPERCASE	Environment variables, status codes, utility names.
Bold	Paths and file names, program names, clickable user-interface elements (such as buttons), and selected terms such as command parameters or environment variables that require emphasis.
<i>Italic</i>	User-supplied variables and new terms introduced in text.
<i><italic></i>	User-supplied variables that replace everything between and including the angle bracket delimiters (< and >).
Monospace	Code samples, examples, display text, and error messages.

eForms Central Migration Utility

This guide contains instructions for using the eForms Central Migration utility. With this utility, you can:

- migrate Informed Quadra eForms Workplaces on Informed Quadra Server version 4.1.1x or earlier.
- migrate eForms Central libraries on Forms Manager Server version 4.2.0 or later to eForms Central Libraries on Forms Manager Server 5.0.0.

The migration utility is available only if a previous Informed Quadra Server or Forms Manager Server installation exists on the same machine as your new Forms Manager Server. If you want to configure a new library, use the eForms Central Manager utility. Please see the *FileNet Forms Manager Installation Guide* for instructions.

Before you run the utility

You should also determine your server settings so you can enter the following information during the installation:

- Server name.
- HTTPS port.
- Whether you are using HTTPS for all requests or only I-Sign signatures.
- Whether you are using 128-bit encryption.

Back up your files

If you plan to customize any of your eForms Central files, it is recommended that you follow standard procedures by backing up these files and your database regularly. Data files, form templates, account information, and folders (all the data in your eForms Central library) are stored in your database.

Task 1: Run the Utility

(Optional) If you use SQL Server to provide the database and you want to set the amount of time the command waits for the server, you can pass a timeout parameter to the executable.

To pass the SQL Server timeout parameter

1. Choose **Start > FileNet > Forms Manager > eForms Central Manager > eForms Central Manager Migration Utility**. Right-click **eForms Central Manager Utility** and select **Properties**.
2. In the **Target** field, click at the end of the string and enter a space. Then enter **-t** or **/t**, a space, and the number of seconds the command should wait. The default is 300.

To run the utility

1. Choose **Start > FileNet > Forms Manager > eForms Central Manager > eForms Central Manager Migration Utility**. The eForms Central Manager Migration utility dialog box displays all the eForms Workplaces that can be migrated.
2. From the Existing Workplaces list (Forms Manager 4.1.1x and earlier) or the Existing Libraries list (Forms Manager 4.2.0x and higher), select the eForms Workplace or Library that you want to migrate and click **Migrate**.

NOTE If you are migrating an Informed Quadra eForms Workplace version 4.1.1x or earlier, proceed to step 3. Otherwise, proceed to step 4.

3. In the Port Settings dialog box, select the appropriate options and click **OK**.

If you want to use HTTPS, select the **Use HTTPS** checkbox. If you do not select the **Use HTTPS** checkbox, HTTP is automatically used for all requests and I-Sign signatures.

If you select HTTPS, the following options are available:

Port: Enter your HTTPS port number or accept the default number (443).

For all requests: Select if you want to use HTTPS for all requests.

Only for I-Sign Signatures: Select if you want HTTPS to be used only when users are signing forms using the I-Sign signature service.

Use 128 bit encryption: Select if you want 128 bit encryption to be used for HTTPS requests. This checkbox must be selected if you want to use the I-Sign signature service.

4. If you are not using SQL Server, the ConnectionString dialog box is displayed. To use your OLEDB.NET provider, enter the appropriate connection string. Click **OK**.

NOTE If you are migrating an Informed Quadra eForms Workplace version 4.1.1x or earlier, proceed to step 5.

5. If the authentication method for the selected eForms Workplace is Anonymous, the Select Anonymous Account dialog box is displayed. In the 'User Name' field, enter the account that was used for anonymous access, or select the account from the list box. Click **OK**.

NOTE If the migration process is interrupted or cancelled, the original eForms Workplace or Library remains valid. To use it, the system administrator must add the webshare again.

The tasks performed by the utility are displayed in a progress list. Each task is checked as it is completed. The tasks are generally as follows:

versions 4.1.1x or earlier	versions 4.2.0x or later
<ul style="list-style-type: none">• In the Server > eFormsCentralManager folder, creates a new library folder using the name in the Quadra.config file that was used for the eForms Workplace that you are migrating.• Copies the Quadra.config file to the new library folder and renames it Library.config.• Creates a new database using the original eForms Workplace database name concatenated with "5_0".• Copies the data from the Quadra database to the eForms Central database.• Removes the webshare from the Informed Quadra Workplace folder.• Applies the webshare with the same name and attributes to the new FileNet Forms Manager Library folder.• Marks the Quadra.config file as successfully migrated.	<ul style="list-style-type: none">• In the Server > eFormsCentralManager folder, creates a new library folder using the name in the Library.config file that was used for the previous eForms Central library.• Copies the Library.config file to the new library folder.• Creates a new database using the original eForms Central library database name concatenated with "5_0".• Copies the data from the old eForms Central database to the new one.• Deletes existing library files from the previous eForms Central library.

Task 2: Test the Migration Results

1. Navigate to the eForms Central Library that contains the migrated data.
2. Ensure that all form templates, user accounts, and other data were successfully moved to the new library.
3. Ensure that users can access the new library.

Task 3: Remove the eForms Workplace or eForms Central Library (Optional)

CAUTION Do not remove the eForms Workplace or previous eForms Central Library unless you are certain that all your data was correctly migrated. Once a Workplace or Library has been removed, its data cannot be retrieved.

1. In the eForms Central Library Migration Utility dialog box, select the eForms Workplace or eForms Central library from the list and click **Remove**.
2. Click **OK** to confirm the deletion of the workplace or library directory and SQL Server database.

Task 4: Migrate the Remaining eForms Workplaces or eForms Central Libraries

1. Repeat tasks 1-3 to migrate the remaining workplaces or libraries.
2. Click **Exit** to close the eForms Central Migration utility.