T E A M S O F T ®
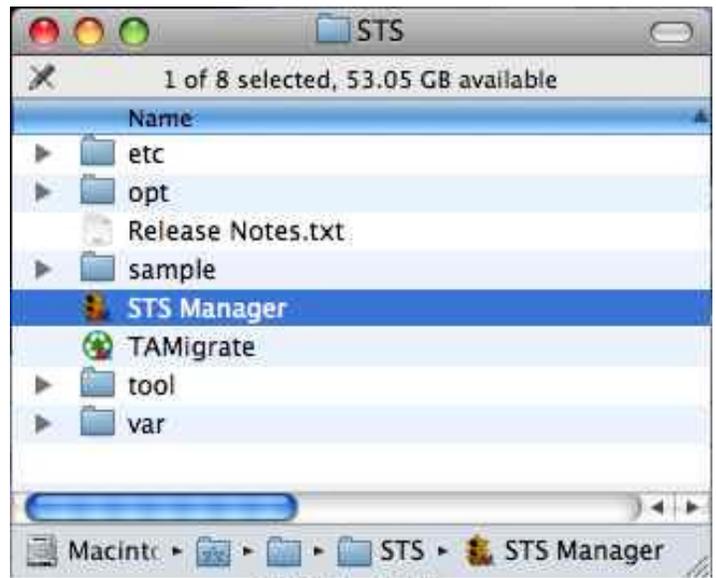
MACINTOSH

STS
CONVERSION
TO
TASERVER 5.0

Attention: Please be advised that depending on your operating system and configuration the images displayed in this document may vary from your own.

1) On your computer click on the Macintosh HD symbol.

2) Start the STS Manager from the download location **Application\STS\STS Manager**

3) Click on the button [Server Administration] to activate the STS Server.
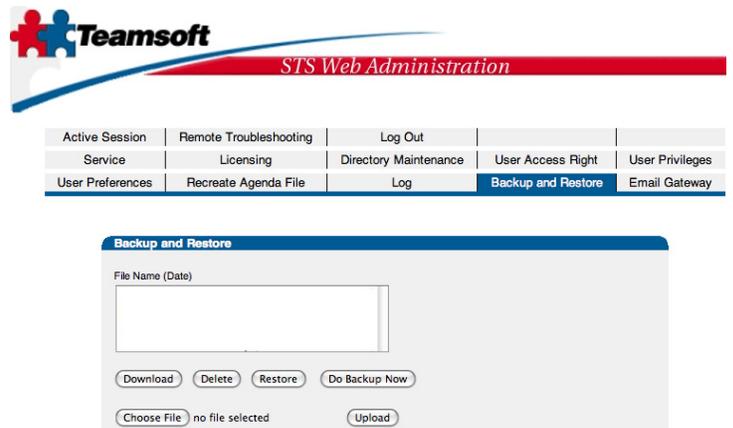
4) The « STS Web Administration » screen will open.

Enter your « **Administrator's Name** » and **« Password** ».

5) Creating a backup.

   a) Select the «**Backup and Restore**» tab.

   b) Click on the [Do Backup Now] button to start the backup process.

6) STS will now proceed to create a backup of your STS database.

7) At the end of the process, STS will create a backup file **«*.sts.bkp** ».
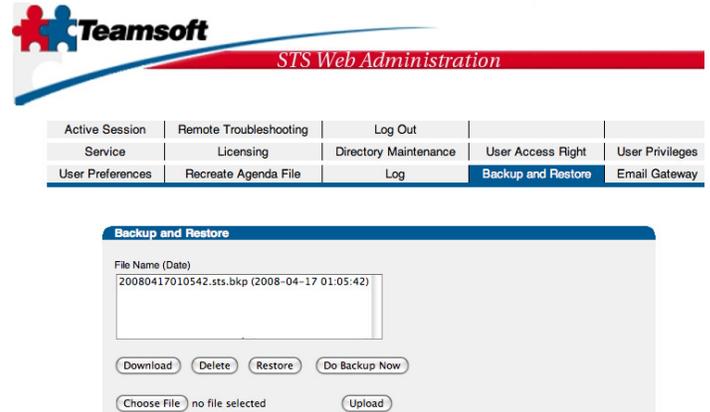
Please note that it is this file that will be used for the conversion to TAServer 5.0.

If the workstation is not the same location as the **« *.sts.bkp** » and TAServer, you will also need to transfer the backup file to the computer that hosts TAServer.

Caution : After creating the backup file **« *.sts.bkp** », you need to STOP all STS services, otherwise, any new activities in the agendas connected to the STS team may be performed (creation, modification, deletion) and will not be part of the backup and the consequently the data will be lost.
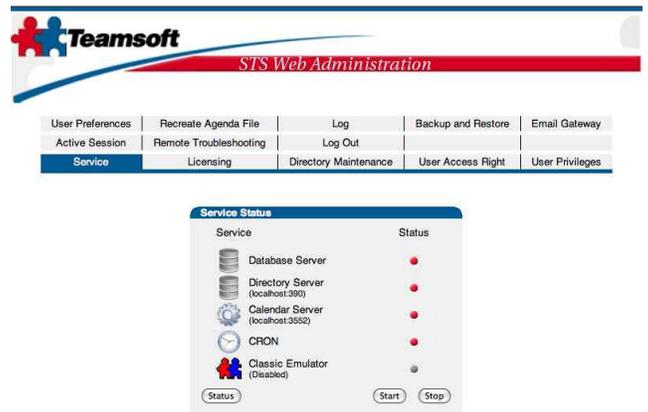
8) STOP all STS services.

Select the « Service » tab.

Click on the Stop button.
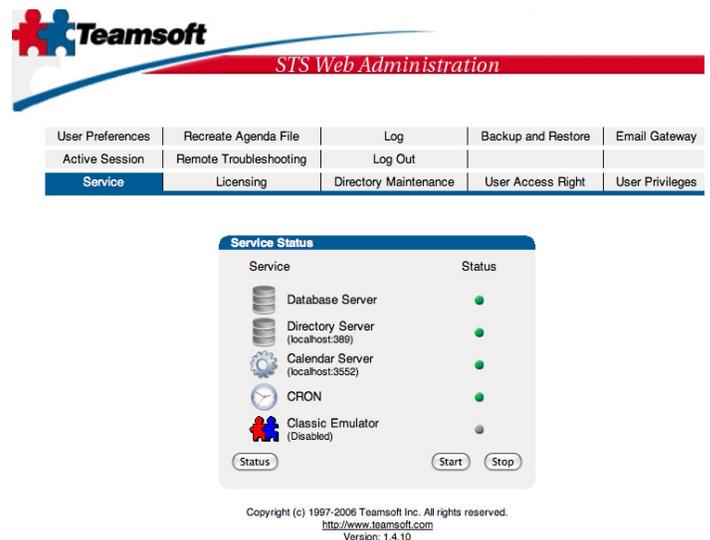
*Note: This process may take a few moments, please be patient .*

9) It is important to stop all the services in STS before starting TAServer. Otherwise, there will be a conflict between the two services and data will be lost.

10) File location of the backup database « ***.sts.bkp** »
The backup database of the team is found in:
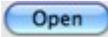**Applications\STS\var\opt\teamsoft\sts\backup**

11) Start TAServer
If you followed the standard installation then you will find TAServer in
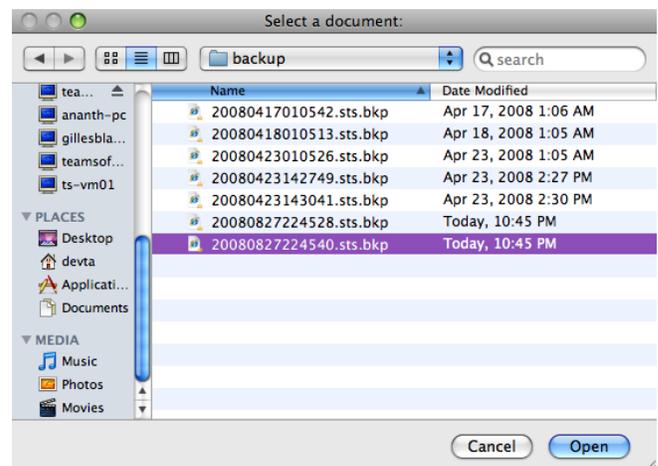**Applications\Teamsoft\TeamAgendaServer\TeamAgendaServer.app**

12) Import the STS database to TAServer
Select « **Import STS backup database** » from the « **File** » Menu.
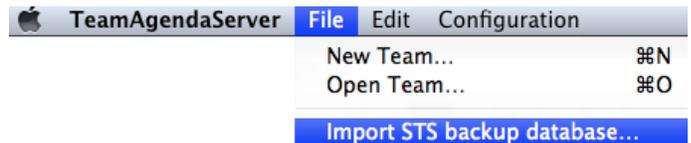
13) Select the backup database « ***.sts.bkp** » in the folder list location:
Applications\STS\var\opt\teamsoft\sts\backup

Select the backup that you just created.

Click on the Open button.

Caution: If it finds several backup files, ensure that you take the last version.
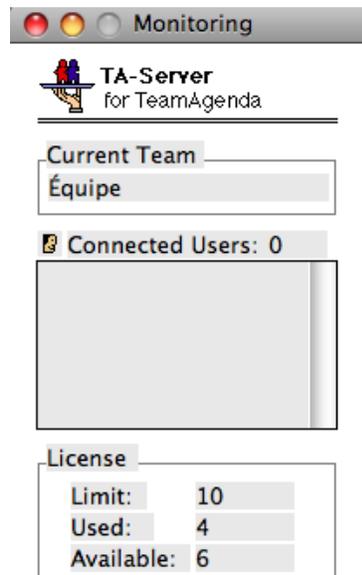
14) Give a name for your **\<Team\>**

Note: Once you selected the backup file, the « New Team document » screen will appear prompting you to enter a new team name and selection the location you have chosen.

15) Be patient…

The TAServer screen « Monitoring » will appear.

16) You have now successfully completed the conversion process.

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