



T E A M S O F T ®

## **WINDOWS**

# **STS CONVERSION TO TASERVER 5.0**

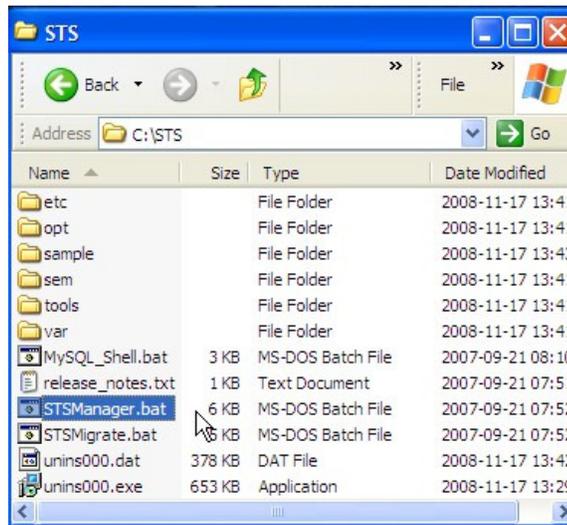


**Attention: Please be advised that depending on your operating system and configuration the images displayed in this document may vary from your own.**



1) Open STS Manager

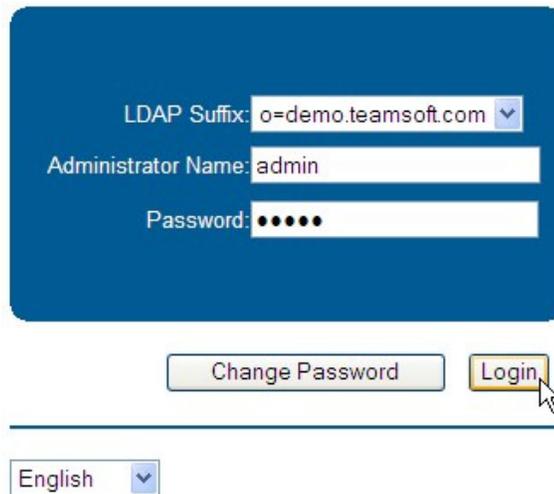
Click on the  `STSManager.bat`.



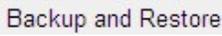
2) Enter your « Administrator Name » and your « Password ».

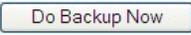
and

Click on the  button.

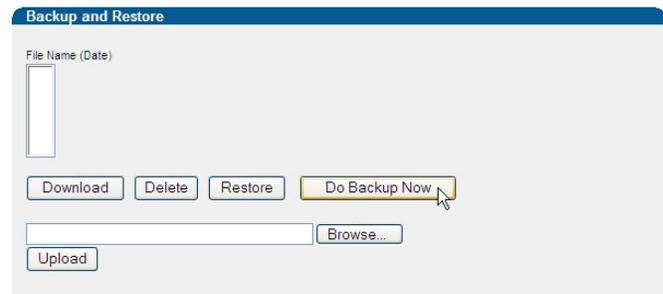


3) Creating a backup.

a) Select the  tab.

b) Click on the  button to start the backup process.

Active Session	Log Out			
Service	Licensing	Directory Maintenance	User Access Right	User Privileges
User Preferences	Recreate Agenda File	Log	Backup and Restore	Email Gateway

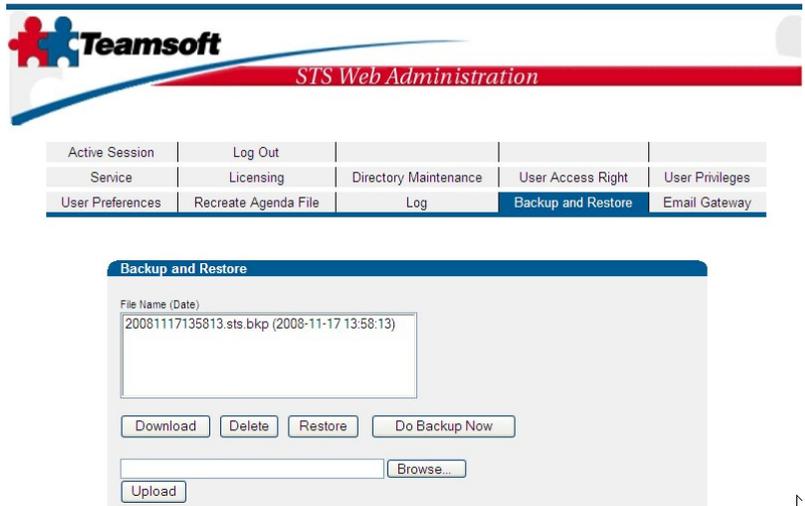




- 4) STS will now proceed to create a backup of your STS database.



- 5) 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.

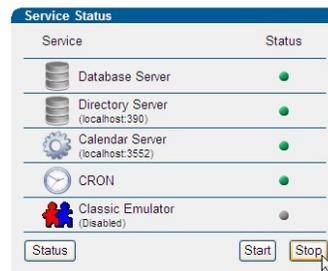
- 6) Stop all STS services.

Select the **Service** tab.

Click on the **Stop** button.

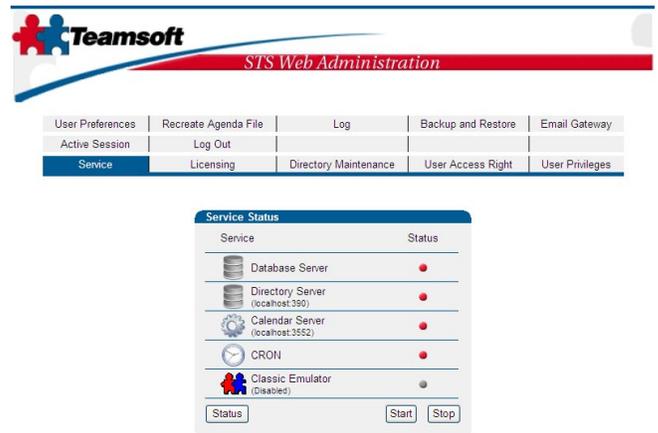


**Note:** This process may take a few moments, please be patient .





- 7) 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.



- 8) Start TAserver.

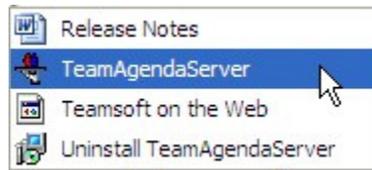
On your desktop ....

Click on the «*TeamAgenda Server*» icon.



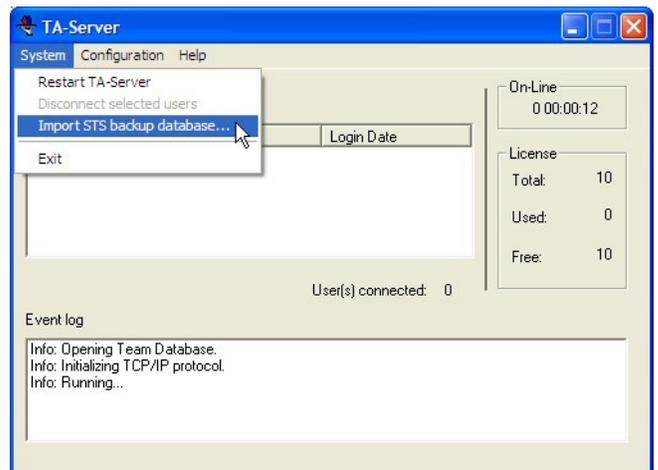
or from

*Start\program\Teamsoft Server\TeamAgenda Server.*



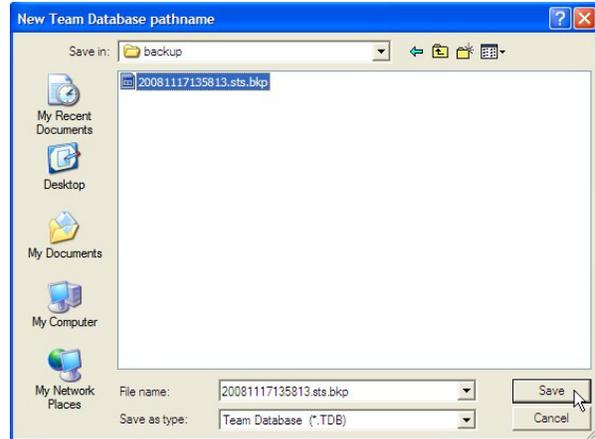
- 9) Import the STS Team database into TAserver.

Select the « *Import STS backup database...* » option from the « System » menu.



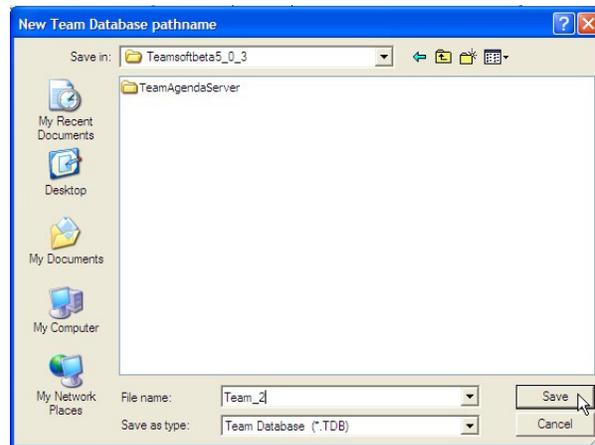


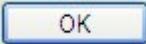
10) Select the STS backup database  
« \*.sts.bkp ».

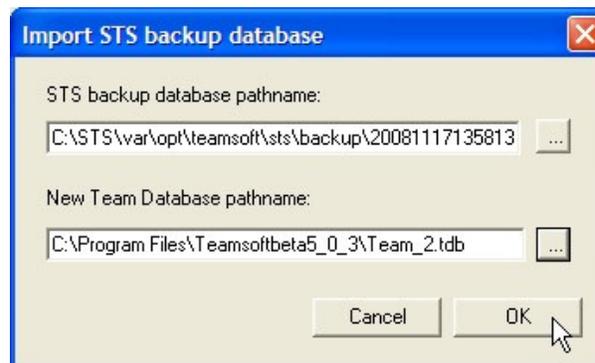


11) Provide a new name for the team database  
example «Team-2».

Click on the  button.



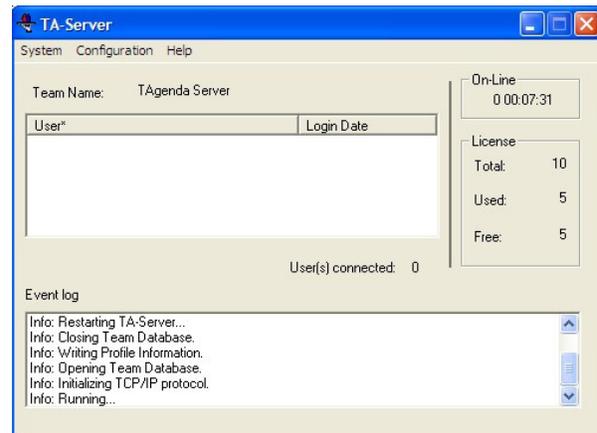
12) Click on the  button to  
continue.





13) Be patient...

The TeamAgenda Server « **Monitoring** » window will appear once the conversion has been completed.



14) You have now successfully completed the conversion process.



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