Senomix Timesheets

Server Upgrade Guide

From Version 5.3 to 5.4

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1.0 - System Upgrade Process

These instructions provide steps for upgrading a Senomix Timesheets self-installed system server at **Version 5.3**. If you are upgrading from an older version of Senomix Timesheets, please contact us at support@senomix.com for appropriate guidance.

Before Proceeding:

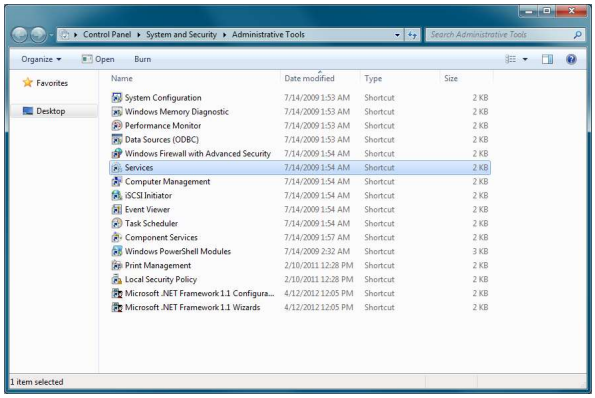
If you do not already archive your Senomix Timesheets Server data as part of your office's data security practice, you must make an archival backup copy of the Senomix Timesheets Server before performing an upgrade of your system.

Maintaining the integrity of your office data is our top priority. If you have not already made a separate backup copy of your Senomix Timesheets system and stored it on another PC or offline storage medium (such as DVD or tape archival backup), please do so now.

When you are ready to perform your system upgrade, please follow these steps:

1. Shut down the Senomix Timesheets Server by halting the program in your Windows Services list.

Your services list can be opened on Windows through your Cortana search menu by typing 'Services' in the search box, or by selecting the Services item in your Administrative Tools dialog. The Administrative Tools dialog can be opened by selecting the Control Panel > System and Security > Administrative Tools menu item:



2. With the Timesheets Server program halted, make a backup copy of the /st_conf and /st_data directories of your Senomix Timesheets Server. Those directories can be found under the /windows/SysWOW64/ directory of the computer which hosts your office's Timesheets Server (/windows/system32/ if running an older 32-bit version of Windows).

Please note: If your office has chosen to place the system data directories in a different location than the default /windows/SysWOW64 or /windows/system32 directories, the location of your system data will be specified in the file named senomix_data_location.txt, as described in your Installation Guide.

3. Using the Windows "Add or Remove Programs" option provided under your Windows Control Panel, uninstall the "Senomix Timesheets Server Service" program.

4. With the previous version of the Timesheets Server Service now removed, install the latest v5.4 Senomix Timesheets Windows Service package, leaving the /st_conf and /st_data directories now on your server computer untouched.

Please note: As with your initial server installation, the application should be installed directly on the server computer itself rather than through a remote connection such as Windows Terminal Services. Installation through a remote connection may cause security conflicts on Windows and prevent the server from installing properly.

5. With the new Timesheets Server service installed, start the Timesheets Server using your computer's Windows Services list.

To ensure your data remains safe from incidents such as hard drive failure, fire, power surge, etc., full backups of the /st_conf and /st_data directories of your Senomix Timesheets system data should be made on a regular basis (at a minimum, once per day).

As with your old server program, please ensure your Senomix Timesheets Server program has been **white-listed in any anti-virus or network scanning software** operating on your systems. If your Senomix server program is not cleared of any interference in your anti-virus systems, those system will eventually trigger a 'false-positive' virus scanning result **and corrupt your office's Senomix database**. Symptoms of that data corruption would include time and expense records which suddenly go 'missing', or effort hour and expense data which is incorrectly recorded.

Your upgrade of the Senomix Timesheets Server Windows Service is now complete. Your client applications will automatically upgrade to the latest system version on system sign-in.

If you have any questions about your system or about this upgrade process, please do contact us at support@senomix.com.