# Senomix Timesheets



# How to Move the
# Senomix Timesheets Server

v5.3

## 1.0 – Moving the Timesheets Server Program

This guide will walk you through the Senomix Timesheets Server relocation process.  After completing these steps, your Senomix Timesheets server program will be ready for operation on a different server computer.

## Before Proceeding:

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

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 server and stored it on another PC or offline storage medium (such as DVD or tape archival backup), please do so now.

Once you have completed and confirmed your backup, proceed through these steps to transfer your Senomix Timesheets Server from one computer to another:

1.  First, confirm the version of Senomix Timesheets you wish to install on the destination computer is the same version as that from which you are transferring data.

Compare the version number of the application installation package (indicated in the .exe package's filename) with the version number noted in your system About screen.  If the version numbers do not match, please contact support@senomix.com to receive instructions for transferring data between application versions.

Please note:  **Transferring data may result in data corruption if the two computers are not using the same version of Senomix Timesheets.**  Only after you have confirmed the applications are of the same version, proceed to Step 2.

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

Your services list can be opened on Windows 10 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:
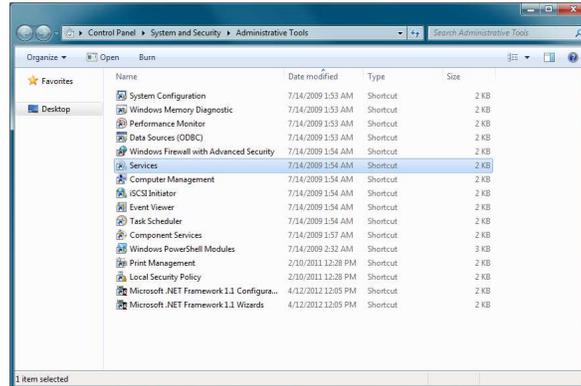


3.  On the computer to which you wish to move the server, run the Windows Service installation file. You will be presented with a standard Windows User Account Control prompt requesting your permission to start the installation process.  Click "Yes" on that prompt to grant Senomix Timesheets permission to be installed on your computer.

With that permission granted, you will then be brought to the first step in the installation process:
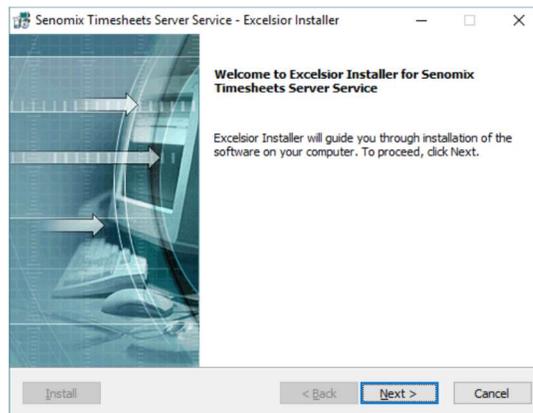
Follow the installation process step-by-step through to completion:
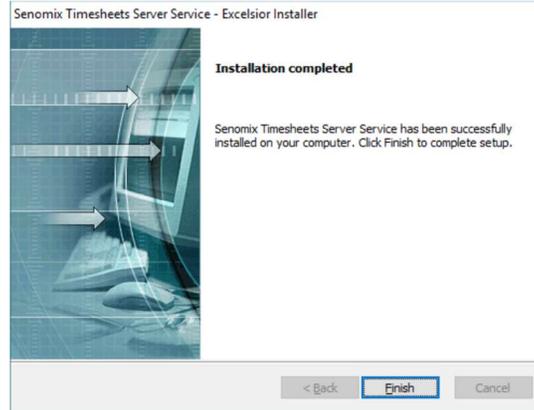


With installation completed, click the 'Finish' button.

4. With the server program installed on your new server computer, copy your Senomix data directories from your old server computer to your new server computer.

Those directories will be located on your old server computer in the locations:

\windows\SysWOW64\st_conf; and
\windows\SysWOW64\st_data

and will contain all data files for use with the Senomix Timesheets server.

If your old server computer is running an older, 32-bit version of windows, your data directories will be located under \windows\system32, as follows:

\windows\system32\st_conf; and
\windows\system32\st_data

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

Once you have located your Senomix data directories on your old server computer, .zip up those directories (and all contained files and directories) and copy them to your new server computer under \windows\SysWOW64\.  When you have finished relocating those files, your directories will appear as follows on your new server computer:

\windows\SysWOW64\st_conf; and
\windows\SysWOW64\st_data

The server transfer process is now complete.  You can now start your Senomix Timesheets Server Windows Service on your new server computer and resume use of your system from that new computer's IP address.

Please note:  **If your Senomix Timesheets Server is SSL secured**, you may need to generate a new security certificate to reflect the server computer's new address.

Once you have connected to your new server, please take some time to review the system screens and database contents to confirm your office's data has been successfully transferred to your new system.  With the Senomix Timesheets Server successfully transferred, it can now be uninstalled from the source computer.

As noted in your installation guide, please ensure that 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 from 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.