

Updating the 4Matrix Network Manager

It is a good idea to update the 4Matrix Network Manager from time to time, as this does not happen automatically.



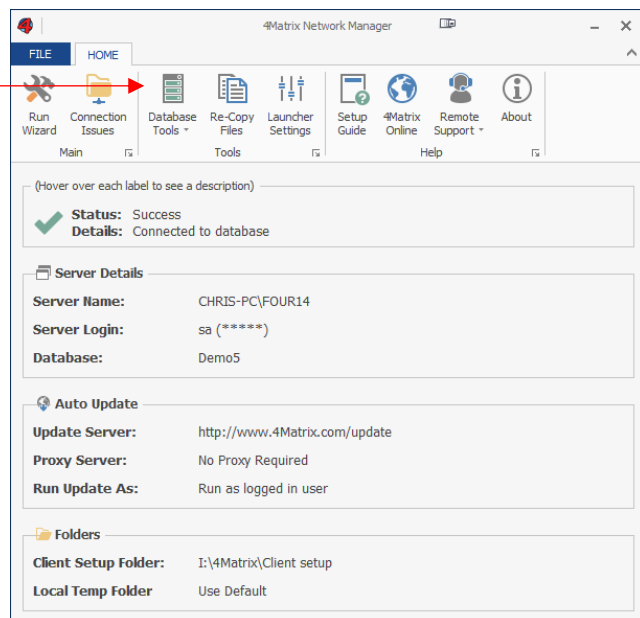
The following information can be used if you are upgrading your 4M Network Manager version **on the same server that currently hosts the 4Matrix installation/database**



If you are relocating the 4Matrix database/installation, please use the separate guide **'Moving Servers'** which can be downloaded from www.4matrix.com/resources

- 1) First, take a backup of your 4Matrix database using the 4Matrix Network Manager 'Database Tools' – this is precautionary only but if you are unable to use this function then please contact us.

Use this to create your backup file



- 2) Make a note of where the 4Matrix Network Manager is installed. It will most likely be C:\4Matrix
- 3) Now download the latest installer from www.4matrix.com/downloads and install it in **the same place as before** – all your settings should be recalled automatically