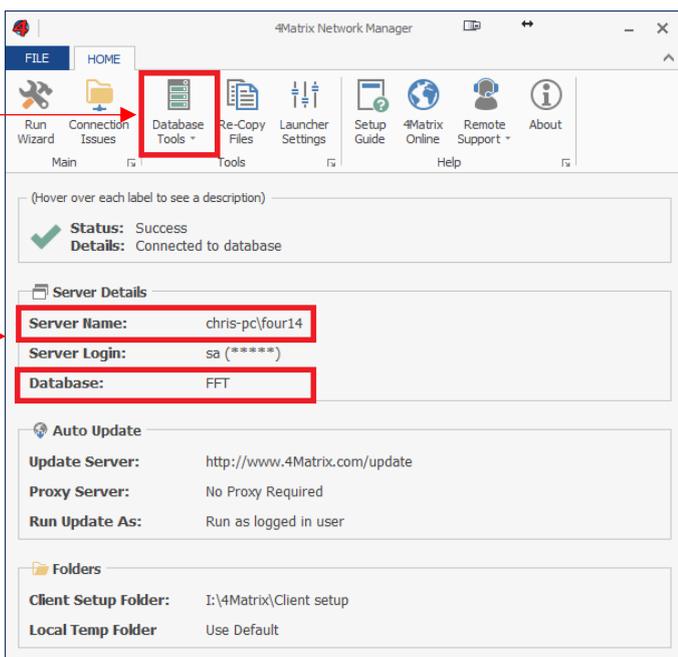


Upgrading to SQL 2014

4Matrix now ships with SQL 2014 Express and the latest installer (post 3.4.6.3) will install this by default.

-  The following information can be used if you are upgrading your SQL 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
-  The Settings file is what tells 4Matrix which server and database to use. It can be found on the server in the designated Client Files folder, and on the client in the Program Files folder (along with 4Matrix.exe etc.)

- 1) First of all, take a backup of your 4Matrix database using the 4Matrix Network Manager 'Database Tools'
- 2) Now make a note of the server name displayed as highlighted in red below:



The screenshot shows the 4Matrix Network Manager interface. The 'Database Tools' menu item is highlighted with a red box. Below it, the 'Server Details' section is also highlighted with a red box, showing the following information:

Server Name:	chris-pc\four14
Server Login:	sa (*****)
Database:	FFT

Annotations with red arrows point from the text to the 'Database Tools' menu and the 'Server Details' section.

- 3) Uninstall the existing SQL instance - **this is optional but recommended**. You can do this using Add/Remove Programs. Choose the SQL server (i.e. SQL 2008 R2) and when you click uninstall it will prompt which instance you wish to remove (i.e. the 4Matrix database or SIMS database etc). If only one instance exists, SQL 2008 R2 will be removed completely.
-  If you do not remove the existing 4Matrix SQL instance, you will need to create a new name for both the new server and database in steps 7 and 8 below
- 4) Now download the latest installer from www.4matrix.com/downloads and complete the installation
- 5) The 4Matrix Network Manager wizard should open automatically

Upgrading to SQL 2014 cont./

- 6) Start working through the wizard, and when you get the step which asks whether you'd like to install a new SQL server or use an existing one, choose to install new server and give it a name. There are options to download and install other versions of SQL at this stage if you would prefer.
- 7) In the next step, choose to create a new database and give it a name (it can be the same as before)
- 8) Complete the wizard
- 9) Once you're back in the main Network Manager console, choose **Database > Restore** and load your backup file. Overwrite the new database that you have just created.
- 10) The server and/or database name have changed, which means that you now need to point the 4Matrix application to this. In the 4Matrix Network Manager click Re-Copy files, go the Client Setup folder, copy the Settings file, and overwrite the existing version on clients.