

Time Bank 'MOVE' Function

The purpose of the Time Bank 'MOVE' function is to facilitate uninstalling a Time Bank configuration from one location and to make the Time Bank site license key active to install the Time Bank configuration in another location.

This document describes the procedural steps that in combination with the 'MOVE' function will need to be performed to move Time Bank. Before beginning the step by step procedures, there are several points to consider.

General Considerations:

- Full documentation on the application and service installation can be found on the Time Bank installation page: <https://connect.idesign.com/timebankdownloads>
- While planning the move, be sure to include sufficient time for testing before your planned go live date for the new location.
- To ensure there are no unexpected results, make sure that the latest Time Bank application version is installed in both the current and new locations. See the Time Bank installation guide for complete instructions.
- The MOVE function includes three components:
 - Archiving the current Time Bank configuration.
 - Setting the Time Bank site to "Installable" to allow installation at another location.
 - Deleting the Time Bank configuration database on the SQL application.

Considerations for moving the SQL Database:

- The 'MOVE' function only applies to the Time Bank configuration database within the SQL Server/CE application. If there is more than one Time Bank installed to the same SQL Server/CE application, only the database for the site being moved will be affected.
- When moving the Time Bank service, it is important to note that the SQL database (SQL Server, SQL Express, or SQL CE) must reside on the same server as the Time Bank Service.

Considerations for moving the Time Bank (service? Application?):

- If you are moving Time Bank from a 32 bit machine to a 64 bit machine and if your Time Bank is configured to use proprietary drivers for a source or destination system that requires a 32 bit environment, the Time Bank application must be installed on the 32 bit machine.
- To identify where the current Time Bank service and Time Bank application are installed, check Control Panel > Programs & Features

There are three typical scenarios addressed in this document. The step-by-step procedure for each scenario is described separately.

The Time Bank Service/SQL database and the Time Bank Application are moving: Begin on Page 2

Only the Time Bank Service/SQL database are moving: Begin on Page 5

Only the Time Bank Application is moving: Begin on Page 8

Time Bank 'MOVE' Function

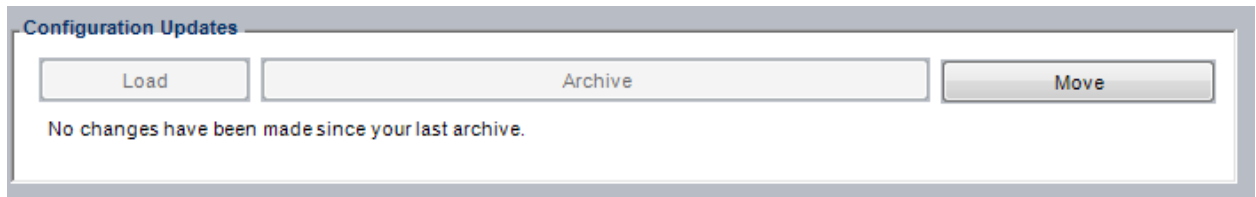
The Time Bank Service/SQL database and the Time Bank Application are moving

Step 1: Install Time Bank Application and Service to the new location(s)

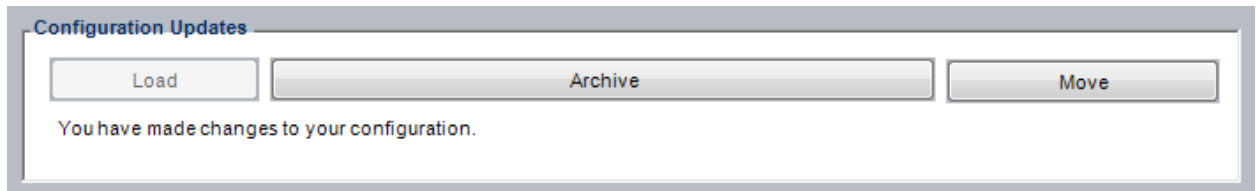
Follow the Time Bank Installation Instructions to install the Time Bank Service and the Time Bank Application to the new location(s).

Step 2: Run the Time Bank 'Move' function

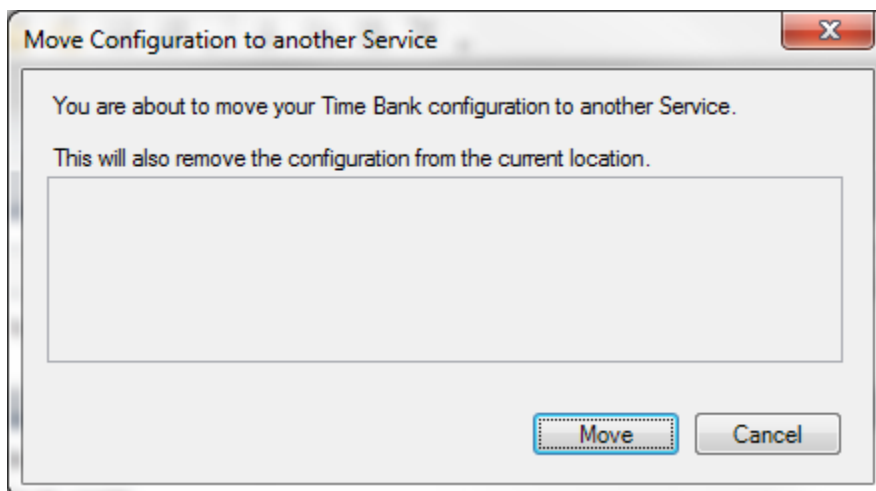
1. On the Time Bank Support Tab, select the Tools subtab.
Depending on whether or not you have made changes to your Time Bank configuration, you will see one of the two screens below. As noted above, you do not need to first archive the site if the Archive button is active. Archiving the site is the first step of the 'MOVE' function.



or



2. Click the MOVE button.
3. When you click the Move button, you will be prompted to confirm the move. Click the Move button to continue.

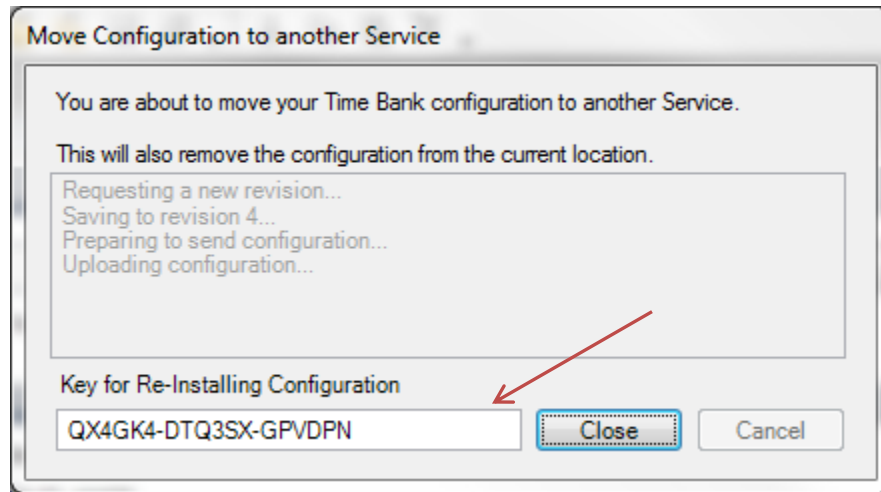


Time Bank 'MOVE' Function

Time Bank will archive the current configuration.

Time Bank will delete the Time Bank configuration from the current location.

Time Bank will display the installation key for reinstalling into the new location.



4. Copy the installation key to your clipboard or a document for use in the coming steps.
5. Click the 'Close' button.

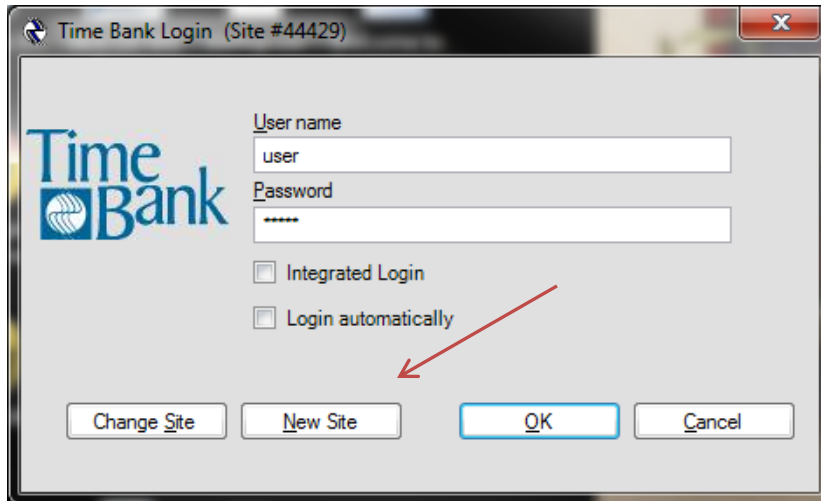
Helpful information:

- If the MOVE button is not available, you have not yet upgraded Time Bank to the latest version.
- When archiving, the previous run data is NOT retained. If you require previous run data, contact a Time Bank support representative at 1-866-TIMEBANK or at support@idesign.com.
- SQL Server/SQL CE will NOT be uninstalled. Use Control Panel > Programs and Features to uninstall the program if the server is not being retired and you want to remove the application.
- The Time Bank application will NOT be uninstalled. Use Control Panel > Programs and Features to uninstall the program if the server is not being retired. You must perform this step for your new installation to work properly.
- The Time Bank service will NOT be uninstalled. Use Control Panel > Programs and Features to uninstall the program if the server is not being retired. You must perform this step for your new installation to work properly.

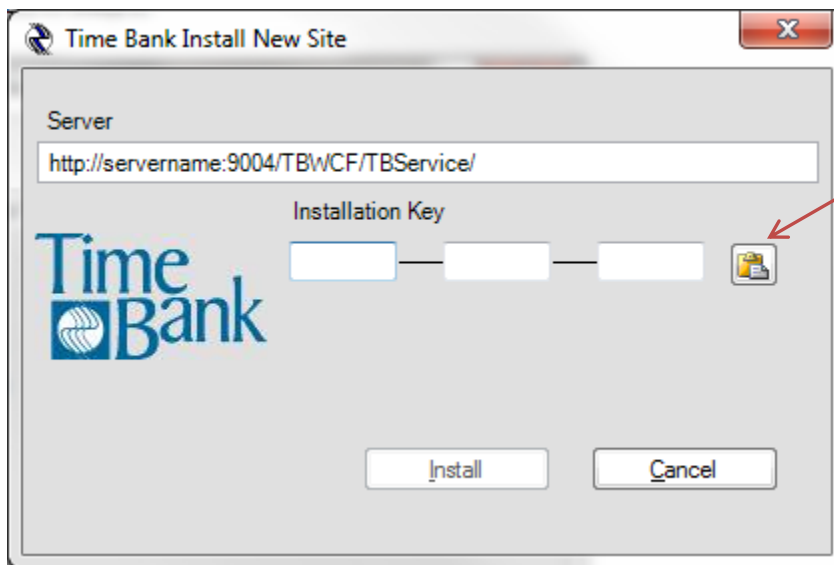
Step 3: Install the Time Bank configuration at the new location (Step 1)

1. Run Time Bank at the new location.
2. Select the New Site button

Time Bank 'MOVE' Function



3. Enter the installation key copied in Step 2.



Step 4: Test the Time Bank at the new location

Step 5: Create new desktop shortcuts if needed.

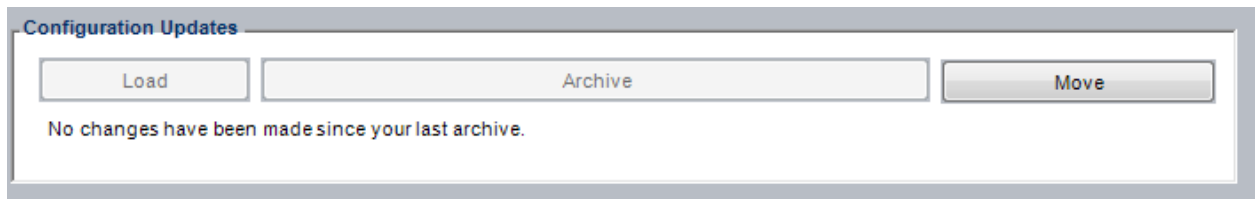
Right click the execute button running from the new application to create a desktop shortcut.

Time Bank 'MOVE' Function

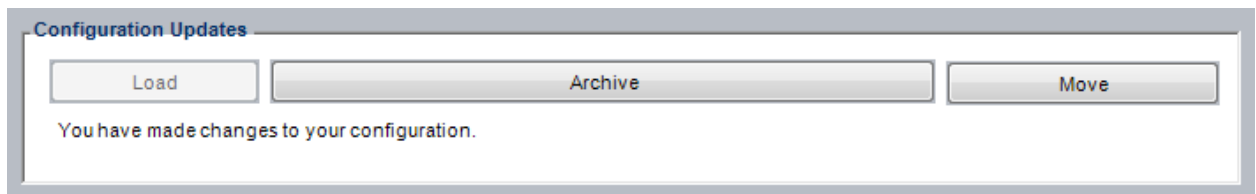
Only the Time Bank Service and SQL database are moving

Step 1: Run the Time Bank 'Move' function

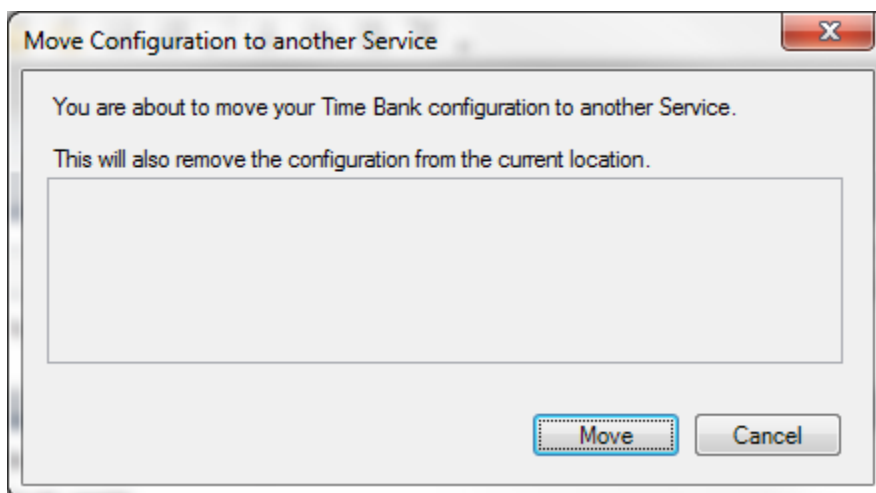
1. On the Time Bank Support Tab, select the Tools subtab.
Depending on whether or not you have made changes to your Time Bank configuration, you will see one of the two screens below. As noted above, you do not need to first archive the site if the Archive button is active. Archiving the site is the first step of the 'MOVE' function.



or

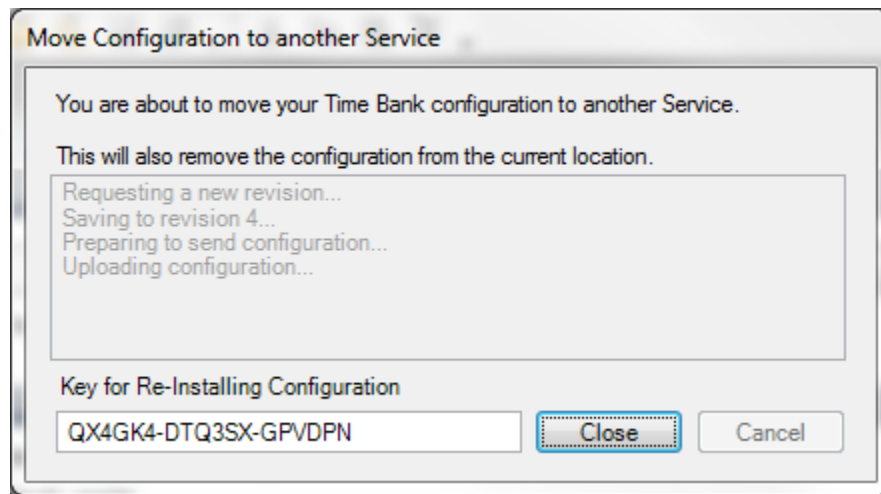


2. Click the MOVE button.
3. When you click the Move button, you will be prompted to confirm the move. Click the Move button to continue.



Time Bank will archive the current configuration.
Time Bank will delete the Time Bank configuration from the current location.
Time Bank will display the installation key for reinstalling into the new location.

Time Bank 'MOVE' Function



4. Copy the installation key to your clipboard or a document for use in the coming steps.
5. Click the 'Close' button.

Helpful information:

- If the MOVE button is not available, you have not yet upgraded Time Bank to the latest version.
- When archiving, the previous run data is NOT retained. If you require previous run data, contact a Time Bank support representative at 1-866-TIMEBANK or at support@idesign.com.
- SQL Server/SQL CE will NOT be uninstalled. Use Control Panel > Programs and Features to uninstall the program if the server is not being retired and you want to remove the application.

Step 2: Install Time Bank Service to the new location

Follow the Time Bank Installation Instructions to install the Time Bank Service to the new location. As indicated in the installation instruction, begin the installation on the machine you have designated for the new location where the service is to be installed. You will also need to install SQL Server/SQL CE if it does not exist on the machine that is designated for the Time Bank Service installation. When prompted for the location for the application, select the existing application location. Time Bank will detect the existing application and upgrade the current version if it is not current.

Step 3: Uninstall Time Bank Service on the current location as needed*

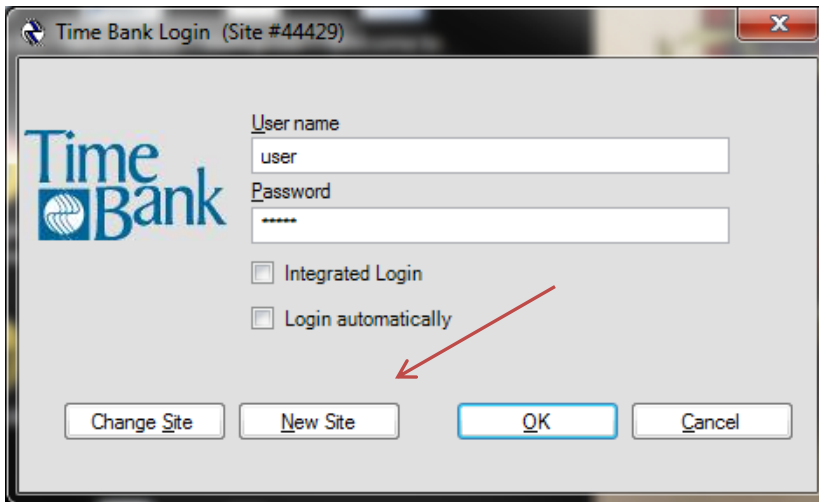
The Time Bank service will NOT be uninstalled. Use Control Panel > Programs and Features to uninstall the program.

*If there are multiple Time Banks installed to a single location and only one is moving, do not delete the service or the SQL Server/SQL CE application.

Step 4: Install the Time Bank configuration at the new location

Time Bank 'MOVE' Function

1. Run Time Bank at the new location.
2. Select the New Site button



3. Enter the installation key copied in Step 2.



Step 5: Test the Time Bank at the new service location

Step 6: Create new desktop shortcuts if needed.

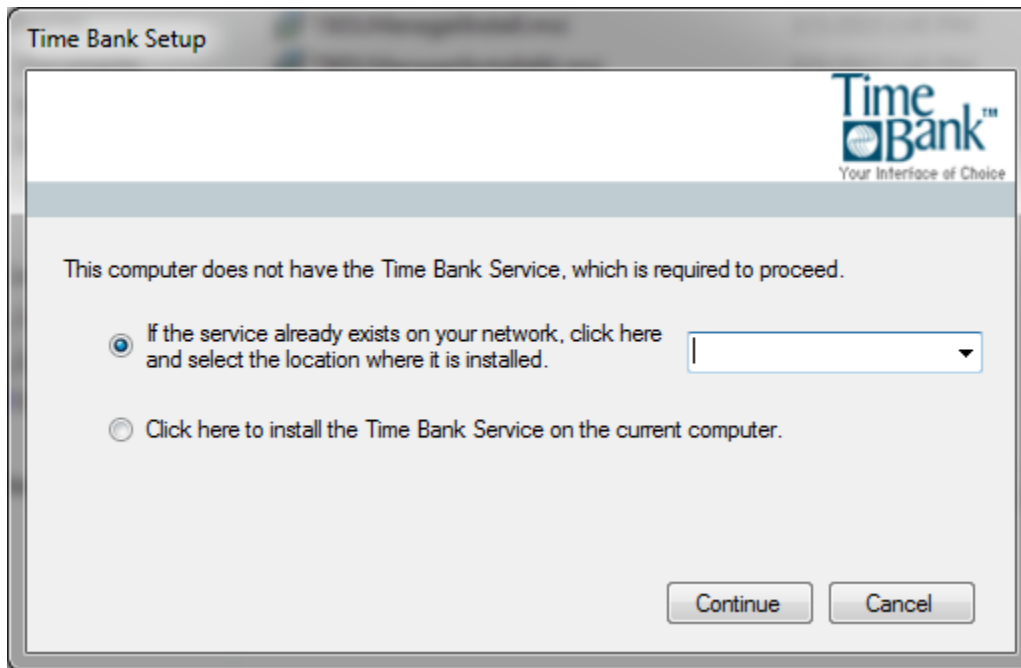
Right click the execute button running from the new application to create a desktop shortcut.

Time Bank 'MOVE' Function

Only the Time Bank Application is moving

Step 1: Install Time Bank Application to the new location

Follow the Time Bank Installation Instructions to install the Time Bank Application to the new location. As indicated in the installation instruction, begin the installation on the machine where the service is currently installed. When prompted for the location of the Time Bank service, enter the existing location. When prompted for the location for the application, enter the new machine.



Step 2: Uninstall the Time Bank Application from the old location.

Use Control Panel > Programs and Features to uninstall the program.

Step 3: Test the Time Bank at the new location

Step 4: Create new desktop shortcuts if needed.

Right click the execute button running from the new application to create a desktop shortcut.