

<b>Title:</b>	MIS0094 – SuccessNet Upgrade 1.1.0.5 Guide
<b>Audience:</b>	Individuals Implementing SuccessNet.
<b>Maintained by:</b>	Technical Services
<b>Purpose:</b>	To assist in the upgrade of the software to version 1.1.0.5

### **Requirements**

- SuccessNet Upgrade files obtained from Pitt County, MIS Request Services, email [mis.requestservices@pittcountync.gov](mailto:mis.requestservices@pittcountync.gov).
- If performing upgrade to SuccessNet 1.1.0.5, all users will need to be out of the SuccessNet application during the upgrade.
- Local Area Network (unless a single-user system is being used)
- Access to SuccessNet Users Guide
- Access to appropriate SuccessNet Database Guide.
- Access to SuccessNet Prerequisites Guide.

### **Definitions**

SuccessNet: Subsidized Child Care Eligibility System (Case Management). It is a computer program written in Visual Studio by Pitt County.

### **Guidelines**

- Note: This procedure is for the upgrade of the SuccessNet application from version 1.0.0.1.
- If possible, have someone who is familiar with Microsoft Operating System Environment and VB.Net Runtime Environment to upgrade the SuccessNet Application. If that is not possible, email [mis.requestservices@pittcountync.gov](mailto:mis.requestservices@pittcountync.gov) if you need clarification.
- The steps outlined below are just recommendations. Read through them and make adjustments as suited to your environment. As pertains to upgrades, the main purpose of this procedure is to caution you against overwriting your active database and to have a fallback path, should it be necessary or desired.

## **Table of Contents**

Before you begin: Success Contract .....	2
Before you begin: Planning the upgrade.....	2
Before you begin: Determine who will perform the upgrade .....	3
Determine your upgrade path.....	3
Obtain the updated version. ....	4
Content of SuccessNet 1.1.0.5 Upgrade .....	4
Backup your SuccessNet directory.....	4
Install the SuccessNet Executable Update File.....	4
Determine the Database Upgrade. ....	4
SQLSERVER.....	4
ACCESS .....	4
1.0 Backup your SuccessNet 1.0.0.1 Database.....	5
2.0 Install the Updated Success Migration Utility .....	5
3.0 Copy SuccessNet 1.0.0.1 Database to Success Migration Directory.....	5
4.0 Run the Success Migration Utility.....	5
5.0 Copy SuccessNet 1.1.0.5 Database to Network Directory .....	5
OTHER DATABASE.....	5
Backup of Database after Upgrade .....	6
Logging On to SuccessNet.....	6
Installing SuccessNet to other workstations .....	6

## **Procedure**

### ***Before you begin: Success Contract***

For counties to begin utilizing the SuccessNet application, a Success Contract must be signed and returned to Pitt County. There may be a small processing fee to obtain information on CD.

For counties already utilizing SUCCESS and wishing to upgrade to the SuccessNet application, the Success Contract already processed will still be in effect.

For counties already utilizing the SuccessNet application, the Success Contract already processed will still be in effect.

### ***Before you begin: Planning the upgrade***

This procedure assumes a typical installation, as follows:

- A database will be utilized to store the data. (If using MS Access, the MS Access database is stored in a protected directory on a server and users of the application have network access to the server and directory. Variations to this configuration are possible. For example, if the application is being used in a single-user environment, both the application and database could be installed on one computer.)

## Management Information Systems *Operating Procedure*

---

- The SuccessNet application comprised of the executable, DLL's, user help documents, and associated files are stored on each user's workstation. (SuccessNet has not been developed to execute from a network server.)
- Ensure that a local area network, workstations and printers are available to run this application, if not using a single-user environment.
- Ensure that storage to be shared from servers on the local area network will be available for Narrative Documents and/or Reports (refer to instructions later in the procedure). Also ensure that access will be granted for SuccessNet users, as needed, for these directories.
- Word documents, maintained in the application directory on each user workstation, are utilized for mailmerge to produce output documents for SuccessNet. Any temporary files needed for mailmerge are also maintained in the application directory. The directory for Word templates and temporary storage is configurable; however, this directory is not shared by users since one user would overwrite mailmerge data for another user. The directory does not have to be the application directory; however, it must be a directory that can be named the same for each user and accessible from the workstation. SuccessNet has been tested using only the C:\Program Files\SuccessNet application directory. Microsoft Word must be available on the workstation to execute mailmerge.
- Ensure that user workstations meet the requirements as defined in **SuccessNet - Procedure for Ensuring PreRequisites for SuccessNet Application Document**.
- For the SQL Server environment, the Password for the SQL Server Logon Account utilized with SuccessNet must be provided by Pitt County. Note: If requested by another county, Pitt County will supply a password that is unique for that County; however, this will require delivery of an additional executable not available from the SuccessNet CD.
- For the MS Access (OleDb) environment, the User Id is admin with a blank password. The database should be stored in a secured directory.

### ***Before you begin: Determine who will perform the upgrade***

- It is assumed that the MIS department or someone who is experienced in software installation and support will be performing the upgrade and will assist the subject matter expert (Social Services) in configuring the system for use.
- It is assumed that SuccessNet will be upgraded on one administrator/developer workstation and all steps for setup and/or upgrade will be performed prior to the installation on other user workstations.

### ***Determine your upgrade path.***

If you are running an older version of SuccessNet, this procedure is to guide you through the steps to update SuccessNet Version 1.0.0.1 to SuccessNet Version 1.1.0.5.

If you are running a previous version of SUCCESS, you will have to completely install the SuccessNet 1.0.0.1 application per the SuccessNet - Implementation Guide prior to upgrading to 1.1.0.5. The SuccessNet CD contains just the files you will need, including the application files, reports (the files ending in rpt), and the mailmerge document forms.

***Obtain the updated version.***

The SuccessNet 1.1.0.5 Upgrade Files are available for download from the Pitt County website at: <http://www.pittcountync.gov/olprogs/success>.

The SuccessNet CD is obtained from Pitt County, MIS Request Services, email [mis.requestservices@pittcountync.gov](mailto:mis.requestservices@pittcountync.gov).

***Content of SuccessNet 1.1.0.5 Upgrade***

- SuccessNet Documentation Folder (Implementation Guide, User Guides and Database Setup/Migration Guides.)
- SuccessNet which is the application Folder containing the updated executable and User Documentation
- SuccessMigration Folder (Optional, Only required for MS Access.)

***Backup your SuccessNet directory.***

If you are running SuccessNet 1.0.0.1, create a new directory, "c:\successnetprev" and copy the contents of your c:\Program Files\SuccessNet directory to this directory.

***Install the SuccessNet Executable Update File.***

From the SuccessNet directory, copy the SuccessNet executable and user documentation files to your local workstation, C:\Program Files\SuccessNet.

***Determine the Database Upgrade.***

The documentation referenced here can be obtained from the SuccessNet Documentation Folder.

**SQLSERVER**

To migrate from SQL Server 1.0.0.1 Database to a SQL Server SuccessNet Version 1.1.0.5 Database, follow the steps outlined in the section "Procedure for Database Migration Steps - SQL Server, SuccessNet Version 1.0 to SuccessNet Version 1.1.0.5" in the SuccessNet - SQL Server Scripts for Database Objects Document

**ACCESS**

To migrate from MS Access SuccessNet 1.0.0.1 Database to a MS Access SuccessNet Version 1.1.0.5 Database, follow these steps:

### **1.0 Backup your SuccessNet 1.0.0.1 Database**

Ensure you have a backup of your current SuccessNet 1.0.0.1 Access Database.

### **2.0 Install the Updated Success Migration Utility**

Install the updated Success Migration Utility to the C:\Program Files\SuccessMigration directory. If you have an existing Success Migration directory, overlay the files.

The original instructions for SuccessMigration can be found in the SuccessNet - Migration for Access Database Document.

### **3.0 Copy SuccessNet 1.0.0.1 Database to Success Migration Directory**

Copy the SuccessNet 1.0.0.1 Access Database to the C:\Program Files\SuccessMigration directory.

### **4.0 Run the Success Migration Utility**

Execute the Success Migration Utility from the SuccessMigration directory for 1.1.0.5 and perform the following:

- a) Execute the Success Migration Utility by running SuccessMigration.exe from within the C:\Program Files\SuccessMigration directory.
- b) The SuccessMigration Utility will be opened requiring you to enter information into the fields.
- c) Input the name, including Path, of the SuccessNet 1.0.0.1 database into the Access Database field. (For example: C:\Program Files\SuccessMigration\sqlstubXP.mdb).
- d) If your database is protected supply the user id and password.
- e) Click Upgrade to 1.1.0.5.
- f) Once the Upgrade has completed successfully, a message window will be displayed
- g) Click OK.

### **5.0 Copy SuccessNet 1.1.0.5 Database to Network Directory**

Copy the SuccessNet 1.1.0.5 Access Database from the C:\Program Files\SuccessMigration directory to your Network Database Directory. (For single workstation users, copy database to your executable folder or directory you have setup for store the access database.)

#### **OTHER DATABASE**

For other database environments (such as Oracle or MySQL), you will need to perform your database upgrade per your database platform. Other database environments have not been tested.

***Backup of Database after Upgrade***

It is now recommended that you make a backup copy of the new SuccessNet Version 1.1.0.5 database. This will ensure that you can restore if any problems occur in the remaining implementation steps.

***Logging On to SuccessNet***

It is highly recommended that you logon to the upgraded SuccessNet application and verify that updates for the Facility window have been applied successfully. In addition, you may wish to verify access to letters.

***Installing SuccessNet to other workstations***

Once the SuccessNet Administrator has completed the upgrade, and then tested the application, SuccessNet can be deployed to other user workstations. Perform the following:

1. The Updates for the C:\Program Files\SuccessNet directory should be copied to a network location.
2. MIS Department Staff can install the Updates for the SuccessNet Application directory on each user workstation to the C:\Program Files\SuccessNet Directory.

Management Information Systems  
*Operating Procedure*

---

**History of Change**

Description of Change	Name	Date
Original Author	Kathy Small	8/7/2006

**Pitt County MIS Approval**

Type of Approval	Name	Signature	Date
Reviewer	Amanda Hoffner		
Reviewer	Donna Davis		
Service Area Manager	Michael Taylor		
Compliance Approver	Darlene Smith		