

Performing the upgrade on the main enterprise server

Caution: Do not proceed until all Satellite servers have been upgraded to version 9.1.1 and have been turned off or the InSite service is stopped.

Important: If an error message appears when you are performing the upgrade, do not click **Continue** or **Cancel**. Contact your local Response Center representative to report the error.

Important: Extract files to a folder on the InSite server.

1. Turn on (if you turned off) and log on to the Main Enterprise server using the EnterpriseAdmin account. Do not perform the upgrade using a Remote Desktop connection.
2. If you have not downloaded the `InSite_9.1.1.zip` and the Oracle installer file already, download the files now and save the files to the `J:` drive on your Main Enterprise server.
3. Extract the `InSite_9.1.1.zip` file that you have previously downloaded to the `J:\InSiteStuff` folder.
4. To map a drive to the Oracle 12 installer, follow these steps:
 - a. Copy the Oracle zip file that was downloaded with the InSite Prepress Portal 9.1.1 installer to the `J:\` drive.
 - b. Extract the Oracle installer zip file to `J:\Oracle_install`.
 - c. Open a command prompt and type the following command: `C:\> subst O: j:\oracle_install`
 - d. Press Enter.
5. In the `J:\InSiteStuff` folder, open the `InSite 9.1.1/InSite` folder, double-click `setup.exe`. The InSite Backup and Rehost Utility window appears.
6. Select **Backup** and click **Next**.
7. In the **Location for backup files** box, navigate to the `J` drive. At the root of the `J` drive, create a folder called `InSiteBackup`, and select this folder as your backup destination.
Important: Do not use any spaces in the name of your new backup folder.

Notes:

- It is recommended that you back up the files on a local drive with at least 30 GB of free disk space. (The system does not enable you to back up the files to the system drive).
- If there are any failures or warnings during the backup process, stop and contact your local response center representative.

8. Click **Next**.

The backup process begins. The following items are backed up on the Main Enterprise server:

- Color management (color profiles)
- Customization folders (all customized components)
- License key
- Network configuration
- Registry data
- Learning Center
- `Web.Config` file
- Database
- IIS configuration

Notes:

- The backup process can take 20-30 minutes and is fully scripted. Be patient and allow the process time to complete. Do not close any of the backup process windows.
- To view what has been backed up, go to the location that you defined for backup on the `J:` drive.

9. When the backup process indicates **Completed** on all steps, click **Done**.

The installer will verify that you have the InSite Prepress Portal 9.1.1 upgrade option in your license.

Important: If you receive a warning about the option not being available, stop immediately and contact your service representative for an InSite Prepress Portal 9.1.1 upgrade key.

10. When the InSite installer starts, click **Next**.
11. In the NT User Account dialog box, type and confirm the password for the EnterpriseAdmin account and click **Next**.
12. On the Summary screen, click **Next**. Type the drive letter you mapped to the Oracle installer earlier (O:), and click **Next**.

The installer updates the Oracle software on your system. This process can take 1-2 hours depending on the size of the database. Be patient and allow the installer to complete.

Note: The install progress might display a **Not Responding** message during this step. Do not attempt to force quit or interrupt this step. Be patient and allow the installer to complete.
13. On the InSite Configuration Utility screen, click **Next**.
14. Confirm the name and IP address of your Main Enterprise server and click **Next**.
15. Leave all settings as they are and click **Next** or **Apply** until you reach the Finished screen, and then click **Close**.
16. On the Configuration Results screen, click **Done**, and then click **Finish**.
17. On the Restart Server screen, select the **Yes, I want to restart my computer now** option, and click **Finish**. Wait until the server restarts.

Important: When you upgrade the Prepress Portal Enterprise system, all customized e-mail message based on earlier version(s) of InSite Prepress Portal e-mail templates will need to be recreated based on the new default e-mail templates of version 9.1.1. When you upgrade the Prepress Portal Enterprise system, all customized e-mail templates are automatically backed up and saved on the local InSite server at J:

`\inetpub\wwwroot\PrinergyWebRoot\RUser\custom\emailBackups*TimeStamp*`. During the upgrade process, the default templates in the `\emailTemplates` folder are overwritten with the new default content. Your customized e-mail templates in J:

`\inetpub\wwwroot\PrinergyWebRoot\RUser\custom\email` are not affected but will need to be reviewed for compatibility with Prepress Portal 9.1.1 after the upgrade. Backup customized e-mail templates are to be used for reference only and should not be used as a base to create a new customized template.