

Failing over to the EPM server

Switch the EPM secondary server to operate as the Prinergy primary server.

If you are running a planned failover, you must have disconnected the primary server network connection to simulate failure.

1. Ensure that no jobs are running.
2. On the EPM server, start Prinergy Administrator, and stop the Prinergy software on all servers by selecting **File > Emergency Shutdown**.
3. If an InSite Prepress Portal or InSite Storefront server is connected to the Prinergy primary server, stop InSite services:
 - a. On the InSite Prepress Portal/Storefront server desktop, double-click **InSite Administrator**.
 - b. On the home page, click **Maintenance**.
 - c. Click **Shutdown**, and type a shutdown message to notify users.
 - d. Click **Shutdown now**.
4. On the EPM server, open Prinergy Administrator, and switch Prinergy to primary mode by selecting **File > Switch To Primary**.

If a message appears indicating that the license key and unique server ID do not match, you must proceed with the next step below to manually retrieve a license.
5. Check that the EPM server is licensed. If necessary, retrieve or load a license for it:
 - a. To open the License Information dialog box, select **License > Manage License Key**.
 - b. If the server is licensed, go to the next step. If it is not licensed, click **Add License Key**.
 - c. In the Add License Key dialog box, verify that your correct License ID is entered into the **License ID** box.
 - d. In the Add License Key dialog box, verify that your correct Partner Place username is entered into the **Partner Place username** box. **Note:** If necessary, you can create a new Partner Place account or change the one you are using from this dialog box.
 - e. Select **License Key**.
 - f. Click **Retrieve**. If your server is able to communicate directly with the Product Registration and License Activation System (PLAS), your license(s) will be retrieved and you can start your system. Go to the next step. If your server is behind a firewall or otherwise unable to communicate directly with PLAS, you will be given an opportunity to save an XML license request file.
 - g. Save the XML license request file and transfer it to a system that has internet access.
 - h. Use a web browser to navigate to the PLAS web page: <http://ecentral.kodak.com/productregistration/fileupload.aspx>.
 - i. On the PLAS web page, click **Browse**, browse to the location where you saved the XML license request file, and click **Open**.
 - j. To submit the request file and initiate creation of an XML license response file, click **Upload file**.
 - k. Save the XML license response file, and transfer it to your Prinergy primary server.
 - l. In the Add License Key dialog box in the Prinergy Administrator, select **Load License key from file (main/trial)**.
 - m. Click **Browse** and navigate to the location where you saved the XML response file.
 - n. Click **Read File**.
 - o. When the license appears in the the License Key field, click **Apply**.
6. Start the Prinergy software on the EPM server.

The EPM server is now the primary server, with a blank database.