Updating Intelli-M Software
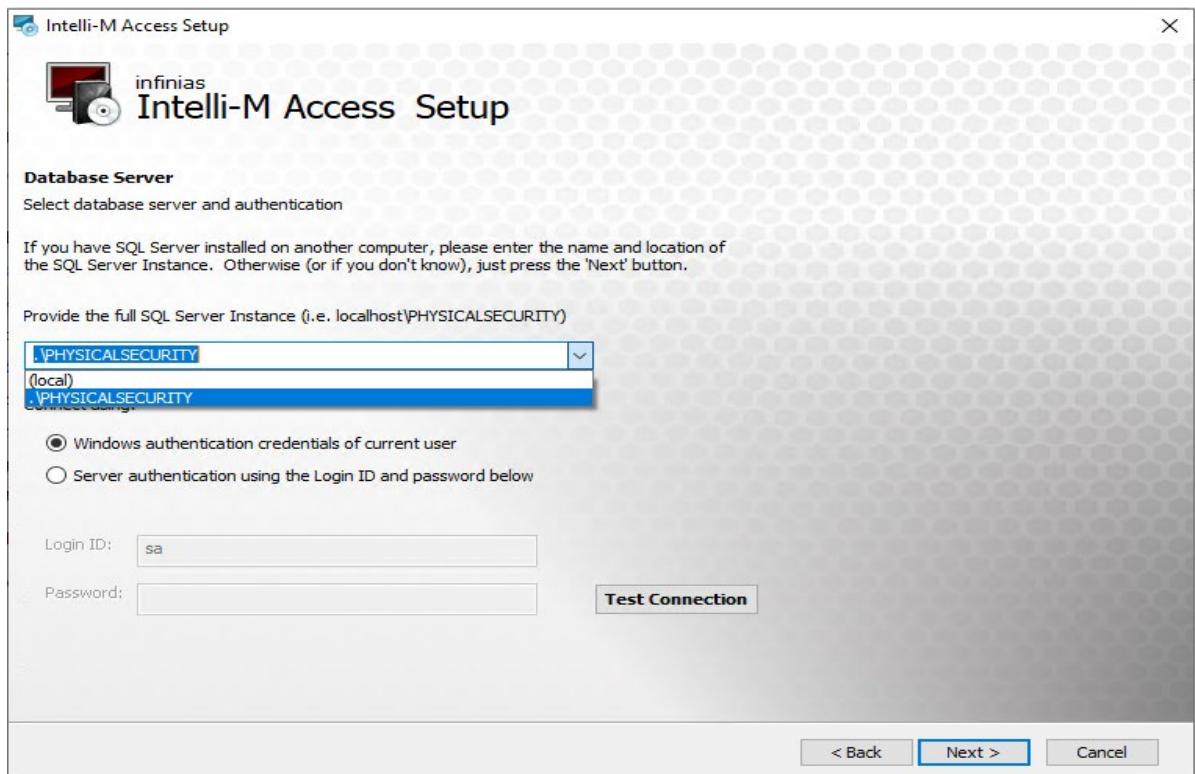
*This is a guide on how to upgrade your **Intell-M Software** to the most current version.*
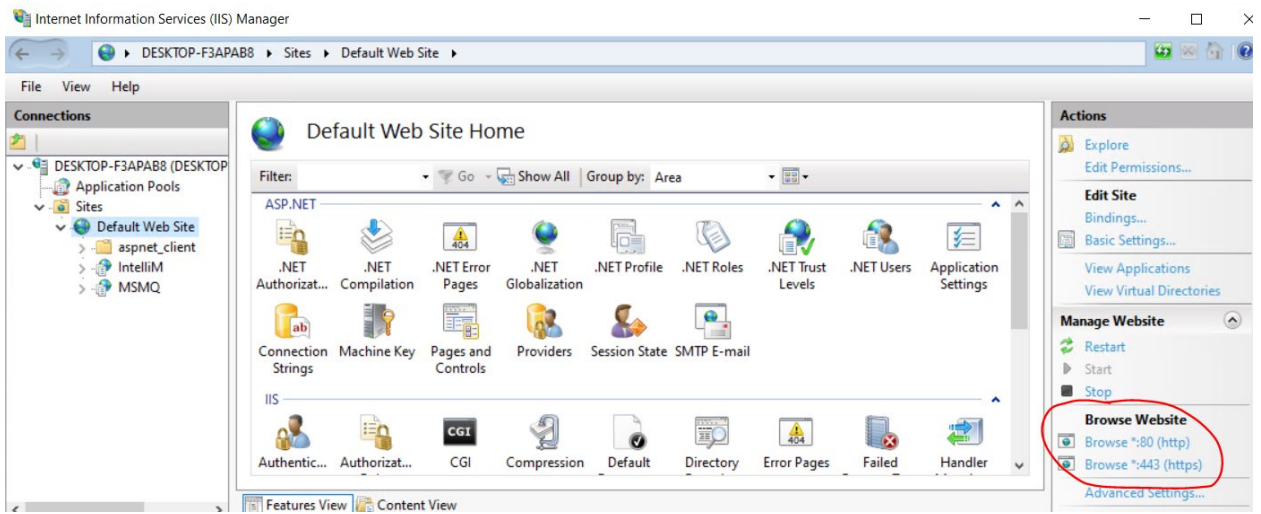
Before starting the guide we suggest getting a fresh back-up of your database just in case something goes wrong you will not lose any data / settings (see page 3 if you are not familiar with this process).

1. Head to http://www.3xlogic.com/software-center and you will look for Infinias Intelli-M Access Update. "Update" being the key here you **do not** want the "Full" version.
2. Once downloaded find it in your downloads folder, right click it and choose "Run As Administrator" and the installer will open up and begin.
3. Depending on the machine speed it can take a little bit for the Installing Internet Information Services step to complete. It's important to just let it run and not disturb it. It has in some cases taken 30 minutes or more to complete this step. Once it's done click "Next" to continue.
4. Accept the Terms of use and click Next
5. On the next Screen choose Custom and verify you have enough room available on your Hard drive and click next.
6. On the Database Server screen we are going to select "Do not install SQL Server. Use an existing SQL Server instance instead" and hit next.

8. The Domain\User Name field should already be filled out and doesn't need to be altered here so hit next.

The installer should process a couple more things but should complete and you can click Finish and that's it!

Backup a Database

1. Start the SQL Management Studio application, which can be found in the **Start Menu> Programs(Applications)> Microsoft SQL Server 2014> SQL Server 2014 Management Studio**. Upon startup, the program will prompt for a login.

 2. Click **Connect** to login. A menu tree will appear on the left-hand side as shown below in Figure 2-1.

 Note: Occasionally the default Windows Authentication credential login will not have permissions due to limitations set by the local Network Administrator or due to a custom SQL installation not installed by 3xLOGIC. In this instance, please contact support for assistance.
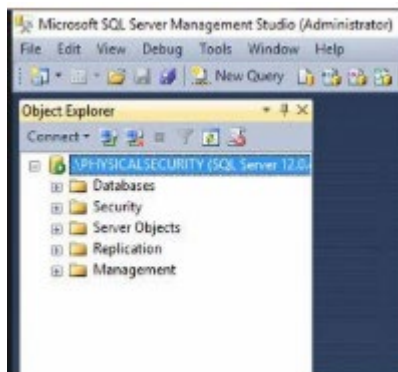

Figure 2-1

 3. In the menu tree, click on the plus sign next to **Databases** to expand the databases tree. The tree should expand as pictured in Figure 2-2, below.
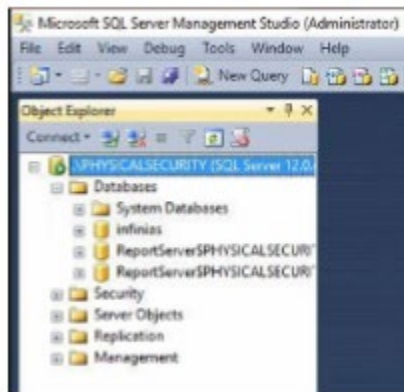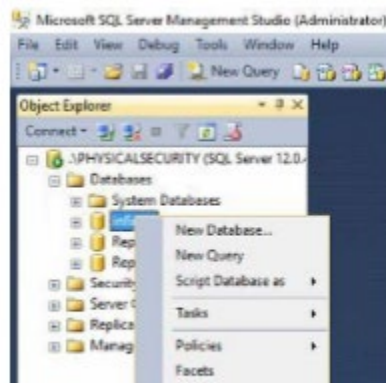

Figure 2-2

Figure 2-3

4. Locate and right-click the **infinias** database to pull up a menu as seen in Figure 2-3, above.

5. Select **Tasks>Back Up**… and a small back-up window will appear in the center of the screen.

6. Verify that the destination is set to **Disk** and make note of the default path in the section below. See Figure 2-4 below for reference.
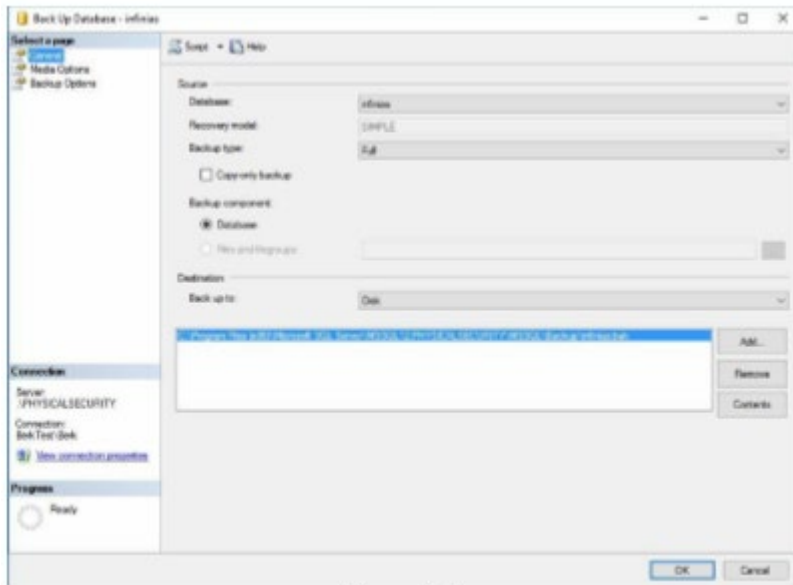

Figure 2-4.

> i. If the location or name is not preferred, highlight the location and click **Remove**. Once the field is blank, click Add… and a smaller window will appear requesting a destination and file name. Click **OK** one you have configured the desired settings.

7. Click **OK** in the Back Up Database window to initiate the backup. The progress will be displayed in the lower left corner of the backup window as shown in Figure 2-4 above.

Note: All back-up file names must end with extension ".bak".