Upgrade Preparations Instructions
Sage 300 People Server

Preparation before upgrade:

- Ensure that there are no pending Windows updates. We recommend that you restart your computer before the upgrade for all Windows updates to take effect.
- Ensure that the correct version of Sage 300 People is installed before updating. Please refer to online release notes.
- Ensure that a SQL backup is made of your live Database.
- The SQL Command Line must be installed on the Sage 300 People Remote Desktop Services server, for the application database to be upgraded from the server.
- Make a backup of the Sage 300 People config files. In the Installation Instructions below we are assuming that the Sage 300 People is installed in the C:\Sage\People folder.
    - SSLWeb.config and Web.config.
    - Located in the folder 'C:\Sage\People\PeopleAppService'.
    - SSLWeb.config and Web.config.
    - Located in the folder 'C:\Sage\People\PeopleAppService\Locate'.
    - PeopleWebOffice365Connector.xml (Only if People Office 365 Mail Add In module is installed)
    - Located in the folder 'C:\Sage\People\PeopleO365MailAddIn'.
    - PeopleWebOffice365Connector.xml (Only if People Office 365 Mail Add In module is installed)
    - Located in the folder 'C:\Sage\People\XML'.
    - SagePeopleService.exe
    - Located in the folder 'C:\Sage\People\SchedulerService'.
    - app.js (Only if Web Self Service module is installed)
    - Located in the folder 'C:\Sage\People\WebSelfService\SagePeople\app'.