
Upgrading TAPIT EX to TAPIT NOVA

Tapit EX ver 4.1.6 and up can be upgraded to TAPIT Nova.

1. If Tapit Nova application is not open, click on the Tapit Nova desktop icon to open it. Click on the **System** button.
2. Click on the **Locations** tab.
3. Click on the **Status** link. Make sure **Status** settings reflect settings in the old TAPIT version.
4. Click on the **Call Costing** link. Make sure **Call Costing** settings reflect settings in the old TAPIT version.
5. Click on the **Activity** link. Make sure **Activity** settings reflect settings in the old TAPIT version. Verify the **Account / Authorization Code Processing Options** match the same options in old TAPIT version.
6. Click on the **Dialing Patterns** link. Make sure **Dialing Patterns** settings reflect settings in the old TAPIT version.
7. Click on the **Pricing** link. Make sure the **Pricing** table is empty. Pricing settings will be imported automatically later from the old version of TAPIT.
8. Click on the **Dest Code Pricing** link. Make sure **Dest Code Pricing** settings reflect settings in the old TAPIT version.
9. If you had trunks and trunk groups defined in Web Reports for Tapit EX, enter the same trunks and trunk groups into TAPIT Nova via **Trunks** and **Trunk Groups** links.
10. Minimize TAPIT Nova application and prepare old Tapit database for import by following steps below.
11. You can make old TAPIT database accessible to TAPIT Nova for import by either sharing the old **Main** folder or copying the old **Main** folder to the PC where TAPIT Nova is installed. The **Main** folder of the old version of TAPIT is a subfolder of **TapitW32\Data** folder.
If you decide to move **Main** folder to the PC where TAPIT Nova is installed you can follow the steps below:
 - a. create **TapitOld** folder on your C drive (C:\TapitOld)
 - b. copy **Main** folder from **TapitW32\Data** (old TAPIT's folder) to the **C:\TapitOld** folder on the PC where TAPIT Nova is located.
12. Go back to the Tapit Nova application, or if you closed it, open it by clicking on the Tapit Nova icon on your desktop.
13. Click on the **System** button.
14. Click on the **Tasks** tab.
15. Select **Upgrade TAPIT** task from the **Create a new Task** list.

System Locations **Tasks** Security

Create a new Task ▼ Scheduled Tasks | Running Tasks | Task Log

Schedule a Database Upgrade

When do you want this task to run?

Run Once

Start Time:

16. Accept default current time to run this task at once. Click on **Next**.

17. If you have purchased Remote Manager , select a location name you are currently upgrading from the **Pick the location you wish to upgrade** list. Otherwise, accept default Main location.

Enter a path and a file name of the old TAPIT database into the field below.

In our example, we have made old TAPIT database accessible to TAPIT Nova by copying it to the PC where Tapit Nova is located. Therefore, the screen below reflects the path to the local copy of the old TAPIT database - **C:\TapitOld\Main\Tapitdb.mdb**. However, if you decided to share the Main folder of the old TAPIT version you would enter the path to the shared folder together with the database name i.e. **Q:\Main\Tapitdb.mdb** – where Q is a mapping the shared Main folder).

System Locations **Tasks** Security

Create a new Task ▼ Scheduled Tasks | Running Tasks | Task Log

Schedule a Database Upgrade

Select a Location To Upgrade

Current Upgraded Locations

Name	Date	Loaded Calls	Status
Main	1/1/1900 12:00:00 AM	0	

Pick the location you wish to upgrade

Select the access database file you wish to upgrade

18. Fill out the email information and click on **Finish**. The task has been scheduled and starts running right away. An email message will be sent by the system to the recipient's email address from the **To** field once the task is completed.

System Locations **Tasks** Security

Create a new Task Scheduled Tasks | Running Tasks | Task Log

Schedule a Database Upgrade

Email Results

** Separate multiple email addresses by semicolons (;)

To:

CC:

BCC:

Subject:

Message:

19. Click on the **Running Tasks** link. The **Upgrade** task is listed on the **Currently Running Tasks** list. If the **Upgrade** task is not listed, it is already completed. You can verify that by checking the **Task Log**. Task Log has a list of all completed tasks.

System Locations **Tasks** Security

Create a new Task Scheduled Tasks | **Running Tasks** | Task Log

Currently Running Tasks

Location	Task	Started	Elapsed	Status	% Complete
Main	UPGRADE	00:00:00	00:00:04	Importing data from Calls	1%

20. To view upgrade details, click on the **UPGRADE** task on the **Currently Running Tasks** list. The **Active Task Detail** screen appears.

System Locations **Tasks** Security

Create a new Task ▼ [Scheduled Tasks](#) | [Running Tasks](#) | [Task Log](#)

Active Task Detail

Task Status

LocID	Process Name	Status
0	UPGRADE	Importing data from Calls

Progress

Counter	Counter Max	Avg Recs/Sec	Avg Secs/Rec	Elapsed Time	Estimated Run Time	Last Msg By Client	Last Msg By Server
1400	46070	100	0.01	00:00:14	00:07:40	1/23/2010 5:58:46 PM	1/22/2010 3:29:25 PM

Warning (Code = 0) / Errors (Code <> 0)

Code	Message
0	

State

Active	Complete	Verify	Stop
1	0	1	0

Refresh Verify Stop Task Return to Active Tasks

The **Task Status** section displays description of the task.

The **Progress** section displays current information about the running task

Counter – how many call records have been imported so far.

Counter Max – the total number of call records to be imported.

Avg Recs/Sec – how many records per second are being imported.

Avg Secs/Rec – how many seconds it takes to import one call record.

Elapsed Time – how much time has passed since the start of upgrade.

Estimated Run Time – approximately how long the upgrade will take.

The **Warning** section displays warnings and errors.

To see updated **Task Details** click on the **Refresh** button.

If the task appears to be “hung” and you are not certain that the task is working, click on **Verify** and then click on **Refresh** to see the current status.

If for some reason you need to stop the task click on the **Stop Task** button. However, this is not recommended, because it can produce unpredictable results in call data.

To go back to the **Currently Running Tasks** list click on **Return to Active Tasks**.

- Once upgrade task is completed it will disappear from the **Currently Running Tasks** list. You will be able to find it on the **Tasks – Completed** list located on the **Task Log** tab.

Started	Ended	Task	User	Freq.	Loc.	Message	Status
01/23/10 17:58	18:03	UPGRADE			0		Complete

- If you have more than one location to upgrade (if you are upgrading old Tapit with Remote Manager), you need to repeat pt 2 – 22 for each location’s database.