Copy AIMsi for updates and backups





This topic is under construction. It may be incomplete and is subject to change.

When to use this procedure

Follow the steps below to create a copy of your AIMsi software. You may need to do this if you are installing AIMsi updates or if this is your preferred backup method.

If you are following these steps as your AIMsi backup method, Tri-Tech recommends saving the copy to a flash drive or external hard drive and storing the backup offsite to prevent against fire or other unexpected damage or loss of your backups.

Important! Tri-Tech strongly recommends backing up your AIMsi system daily. If you do not use this method for backups, you may use a backup and recovery service, such as the one offered by Divinsa, to back up your software regularly and automatically.

Example of use

example text here

Steps to complete

Complete the following steps from your AIMsi server.

Prerequisites: Everyone must be logged out of all copies of AIMsi and AIMsi must be closed.

1. In Windows Explorer, navigate to the location where AIMsi is installed. By default, this is C:\AIMsi.

Note: If you are unsure where AIMsi is installed, right-click on the desktop shortcut and view the shortcut properties.

Right-click here and click Properties Then click here
aimsiexe - Shortcut Properties
Security Details Previous Vers St General Shortcut Competibility
amaiexe - Shortout
Target type: Application path
Target location: AlMai Target: DVAlMaNational eve
Stat In: C:VAIMs
Pun: Nomal window •
Commert:
Cpen File Location Change Icon Advanced
OK Cancel Apply

2. Right-click on the AIMsi folder and click **Copy**.



- Navigate to the location where you want to copy AIMsi. This may be a location on your computer, a flash drive, or an external hard drive, depending on your needs.
 Pight-click on the location and click Paste
- 4. Right-click on the location and click **Paste**.

Computer > CO	ORSAIR (E:) •
File Edit View Tools Hel	Expand
Criganize Share with Conganize Share with Sh	Open AutoPlay Scan with Microsoft Security Essentials Turn on BitLocker Open in new window Open as Portable Device Format Eject Cut Spy
Right-click here	Paste Rename New Properties
42 items	

5. Once the copy is complete, open the copied AIMsi folder and double click **aimsi.exe** to open AIMsi. If it opens, you have successfully created a current, working backup copy.





When to use this procedure

Follow the steps below to install any AIMsi updates that may have been posted since you purchased your software. Each update includes changes made in prior updates for the version so you only need to run the most recent update for your version of AIMsi, unless otherwise noted.

You can check for updates by following steps 1-7 below and looking at the update dates in the **Description** column. Applicable version numbers display in the **VER** column.

Updates only need to be applied to the server or machine where you installed AIMsi in Install the server copy of AIMsi. If you also have a test system, you can apply the updates to that system by following the steps below or you can copy your live system, with the updates, to the location of your test system.

Steps to complete

Prerequisites: If you have any data in your AIMsi system that you do not want to lose, make a backup before completing the following steps. You should also make sure that no one is currently using AIMsi.

- 1. Log in to AIMsi.
- 2. On the **Help** menu, click **About AIMsi**. The **About AIMsi** window displays. Note the date in the **Last Updated** box.

				Click here.	
🕥 AIMsi-Pro v10.0	*Ali An	dersson			
File Edit Modules	Reports Maintenance	Admin Help	alMsi <u>H</u> elp Eechnical Supp	port	Then click here
		Ē	emote Access	ro v10.0	
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- 3. Log in to the Tri-Tech member portal here: <u>https://www.technology4retailers.com/t-MemberPortal.aspx</u>. Contact Tri-Tech Support if you have any trouble logging in.
- 4. Click the **Updates**, **Documentation** link in the **Downloads** section.



5. Select Program Updates (it is selected by default) and click Display Files.

			Member Portal Logout
	Providing inn	ovative software solu	utions for retailers since 1984 (800) 670-1736 (563) 556-3556
Products	About Us	Shop Online Suppor	t Free Online Demo
FIRST CALL Call us first, if we can't solv End Out More	e it, the call is free. e it, the call is free. ect File Type ect File Type	Click this Then of the second seco	Display Files
			Join Our Mailing List
Contact Us	Monday - Friday	My Account	Email: Go

- 6. The page refreshes and displays relevant information. Note the date of the most recent update. If it is more recent than the date from step 2, continue to step 7. Otherwise, you do not need to complete the remaining steps.
- Click the link in the Filename column for the update you want to install. Click the link in the Description column to view the release notes (a brief description of all the changes in an update) for that update.

				Membe	r Portal Logout
	ch Providing inr	novative softw	are solutio	<b>ns for retailers s</b> (800) 670-1736 (5	since 1984 63) 556-3556
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su130111.exe January 11th 20	13 Update. 01/11/2013 Update No	tes			10.00

- 8. On the message that displays, choose to download the file to your desktop.
- 9. If a security message displays, click to allow the download. Then, on the message that displays, click **OK**.
- 10. Locate the file on your desktop and click or double-click to open it.
- 11. On the WinZip Self-Extractor, verify that the Unzip To Folder location is the same as the location where you installed AIMsi and click **Unzip**.



12. The files are unzipped and AIMsi automatically opens. Enter your password and click **Run** on the Update message.



13. The update completes. You and your staff can access AIMsi.

**Note:** If you receive a message stating "can't create output file ... aimsi.exe," someone else is currently accessing AIMsi. Verify everyone is out of AIMsi and then retry the update.

If you receive a message stating "scvars.dbf does not exist," the path you entered in on the WinZip Self Extractor was incorrect. Verify the path and try again.

If everyone is out of AIMsi and you continue to get this message, reboot your server machine.

# Apply AIMsi updates to your test environment





This topic is under construction. It may be incomplete and is subject to change.

# When to use this procedure

Follow the steps below to apply any recent AIMsi software updates to your test environment(s).

Alternatively, you may choose to follow the steps in Install any AIMsi updates to apply updates to your test environment(s).

#### Example of use

example text here

## **Steps to complete**

*Prerequisites*: Close AIMsi on all of your workstations before beginning this procedure. Then, complete these steps on your AIMsi server.

- 1. Access Windows Explorer and navigate to the location where you installed AIMsi in Install the server copy of AIMsi.
- 2. Expand the AIMsi folder and click the **data** sub-folder.
- 3. On the Windows Explorer Edit menu, click Select all.



4. Right-click in the file list pane and click **Copy**.

e Edit View Tools Help	lew folder						
Favorites	A Nor				Date modified	Туре	
Desktop	Right-click in	n this area (ligh	ıt		8/25/2014 10:07 AM	DBF Fi	le
Downloads	blue files in thi	s example)			8/25/2014 10:06 AM	DBF Fi	le
S Recent Places					8/22/2014 2:53 PM	DBF Fi	le
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- Navigate to the AIMsi Test folder you created in Create a test environment.
   Right-click the **data** sub-folder and click **Paste**. If you are presented with a message to copy and replace, click Yes to All.

G Computer	Local Disk (C:) AIMsi - Test + data
File Edit View Tools	Help
Organize 🔻 Include in I	ibrary ▼ Share with ▼ New folder
🥅 Desktop	Expand
🚺 Downloads	Open in new window
🔛 Recent Places	Scan with Microsoft Security Essentials
😌 Dropbox	Scan war microsore secarity essentials.
	Share with
4 🧊 Libraries	Snagit •
Documents	Restore previous versions
Music	Include in library
Pictures	Send to +
Videos	Cut
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A Local Disk (C)	Paste
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820 items	

- 7. Open your test AIMsi and log in.
- 8. On the main menu bar, click **Maintenance**, then point to **General Maintenance** and click System Variables.
- 9. Set the value for **TrainingSystem** to **Y**; this will change the AIMsi workspace from white to blue as a visual indicator that this is a test system.

Look for Configuration Item	Filter Change this
>Configuration Item	Configuration   value to 'Y'   Type
StnBoxHeight	TrainingSyste
StnBoxWidth	HammySystem
StnNotePrompt	Value
StnRefreshFreq	N
StockSalesHistory	Description
SupportDebugMode	Description
TaxExemptOverrideReason	Set to 'Y' for your Training system. This will force
TestMode	visual clues of being in the Training System. You
TrackRentCred	must restant Aimsi alter changing this variable.
TrainingSystem	
TranOutRcpt	
TranRequestSerial	
TransferFromQty	
TransferPendingCats	
TranStor2StorInTransit	
TranStor2StorRcpt	<b>T</b>

- 10. Turn off credit card processing. To do so:
  - a. On the main menu bar, click **Maintenance**, then point to **General Maintenance** and click **Work Stations**.
  - b. On the Work Station window, click the CC tab.
  - c. Right click in the **POS Gateway** and **Auto/Web Pay Gateway** boxes and click **Remove Authorization Type POS** and **Remove Authorization Type Autopay**, respectively.
  - d. Click Save.

Ø Work Station		
	<u>1 Details</u> <u>2 POS</u> <u>3 PO</u> <u>4 Misc</u>	5 Communications 2 CC 7 Toolbar 8 Files
> # Description ^	POS Gateway	AutoWeb Pay Gateway     Remove Authorization Type POS     Remove Authorization Type Autopay
	MCARD Merch#	Right-click here and here and click the options that display.
	Processor IP Address	VeriFone Port
Then click Sa	ve. Force Credit Card Type Match	Debit Method  VeriFone Encryption Original Version (VeriFone) New Version (VeriFone)
Save Cancel		Clone Delete Add Exit