1. Login into config console -> System settings and change the following
   1. Timeout Web Sessions to 24 hours.
   2. Instance value as appropriate (QASIB1 or QASIB2 etc.)
   3. Real time Policy configuration-enable the checkbox
   4. Pre-Approved Documents Enabled – enable the checkbox
   5. Change the Maximum recent activity to 10000 on DB and then on Config console – System settings page.
   6. Check the application version is correct
   7. Check the Build date is correct
   8. Check the database version is correct.
2. Navigate to Components page.
   1. Check whether all components are configured properly without any error displayed on GUI.
3. Login into /zantaz/logon 🡪 Preferences
   1. Change the maximum activity value to 10000 for scadmin.
   2. Add the default review group to scadmin.
   3. Change the global query option ON for scadmin.
4. **Take DB Backup if needed**