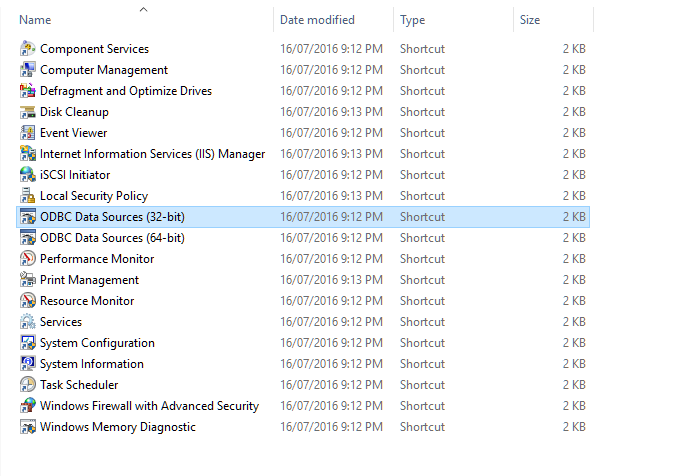
Part 1: ODBC Data Source Set Up(MS Access File must be in the root folder of the web app)

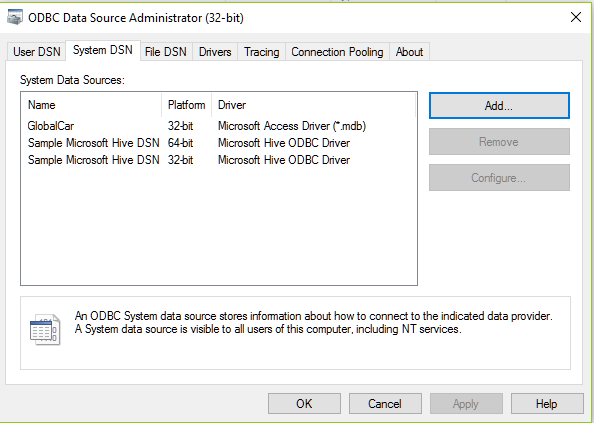
Part 2: Run Data Migration App

1. ODBC Data Source Set Up:

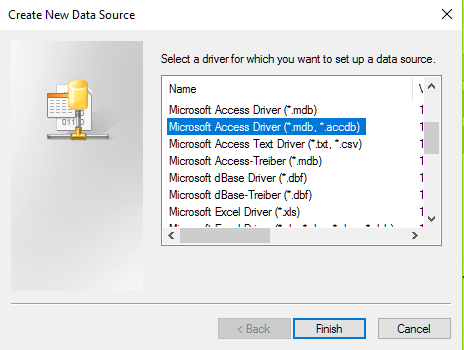
Go to Administrative Tools/ODBC Data Sources (32-bit):



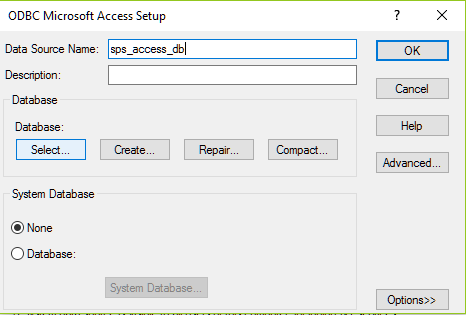
Click Add button on System DSN tab:



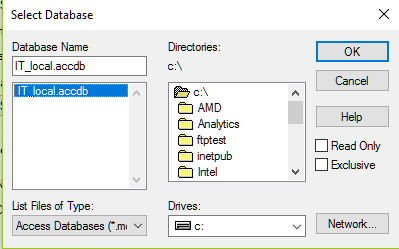
On Create New Data Source Dialog: Select Microsoft Access Driver (\*mdb, \*.accdb) then click Finish button:



The ODBC Microsoft Access Setup Dialog appears, enter Data Source Name(For example: sps\_access\_db) then click on Select button in Database group:

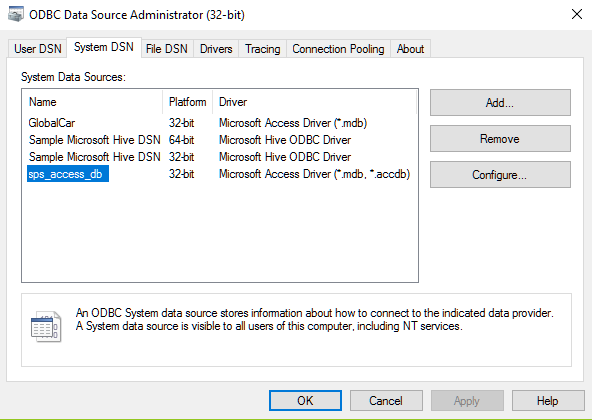


Select Ms Access File then click OK:



Click OK button on ODBC Microsoft Access Setup Dialog.

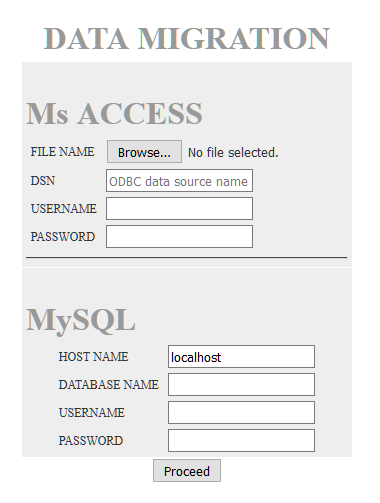
The Data Source Name should appear on System Data Sources:



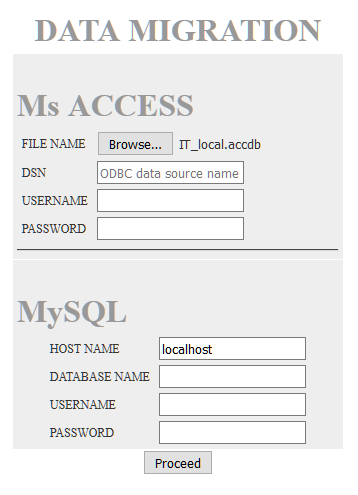
Click OK button to finish.

1. Run Data Migration App:

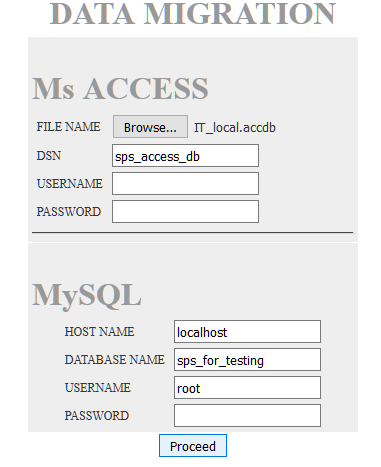
* Start the App:



* Click Browse button to select Ms Access file(here is IT\_local.accdb):



* Enter data source name which is set up in Part 1(here is sps\_access\_db)
* Enter MySQL Server host name(here is local machine)
* Enter any desired database name(for example sps\_for\_testing)
* Enter MySQL username and password
* Click Proceed button to convert Ms Access(IT\_local.accdb) to MySQL database(sps\_for\_testing).



* Done.