



**ASPEN LEARNING MANAGEMENT SERVER
ASPEN LEARNING EXPERIENCE SERVER**

UPGRADING TO ASPEN 1.1

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Upgrading to Aspen Learning Management and Experience Server 1.1

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Introduction

This document describes how to upgrade an existing Ingenium 5.x, 6.x, or Aspen 1.0 installation to Aspen Learning Management Server (LMS) and/or Aspen Learning Experience Server (LXS) version 1.1. Please take a few moments to review the installation procedures in the user documentation that apply to your implementation. If you have any questions or require any assistance, please contact our Technical Support Team at 800-388-7332.

If you are installing a new system rather than upgrading an existing installation, this document is not the one you should be reading. See the *Aspen Learning Management and Experience Server Installation Guide* in the file *AspenLMS_LXSInstallationGuide.pdf*.

If you are upgrading from a version of Ingenium earlier than 5.x, it is recommended that you first upgrade to Ingenium 5.x or 6.x, then upgrade to Aspen 1.x.

Review System Requirements for the Aspen Products

Before upgrading, verify that the computers where you will install the various Aspen components meet the minimum hardware and software requirements. You can view a comprehensive list of system requirements in *Aspen Learning Management and Experience Server System Requirements* on the Aspen CD in *SystemRequirements.pdf*.

Important Notes:

- ◆ Customized versions may need a customized upgrade. If you have a customized version of Ingenium or Aspen LMS, do not attempt the upgrade using the procedures in this document. Installing a standard database over your customized database may cause data loss. Please contact your Click2learn Sales Representative.
- ◆ It is not recommended that you migrate the database to a new server when upgrading. Instead, you should backup the existing Aspen or Ingenium database, then run the Aspen Database Installer on the same database.
However, if for any reason you must migrate the SQL Server or Oracle database, it should be done independently of the upgrade. Click2learn recommends that you run the migrated database for at least a week before performing the upgrade using the Database Installer. This should allow enough time to ensure that all logins and security settings are running properly after a migration.
- ◆ To upgrade to the latest version of the Aspen applications, it is recommended that you install the new versions over the existing versions. In some cases, however, it may be necessary to change or upgrade computers where previous applications are installed to accommodate new minimum requirements for Aspen.

About this document

This document consists of two main parts: Part I applies to upgrades for systems using Microsoft SQL Server and Part II to systems using Oracle. Each part consists of an overview section that contains the upgrading procedures. Following the overviews are sections that describe these procedures in more detail. Depending on your implementation, some of these procedures may not apply to your installation.

Part I: Upgrade Instructions for SQL Server

Part I of this document provides upgrading instructions for the Aspen Learning Management Server (LMS) and Aspen Learning Experience Server (LXS) using Microsoft SQL Server 7.0 or 2000. Your upgrade depends on which of these Aspen components are implemented:

- ◆ Both Aspen LMS and LXS
- ◆ LMS only
- ◆ LXS only

Before Upgrading

Before you begin, verify that your server and client computers meet the requirements in the *Aspen Learning Management and Experience Server System Requirements* document on the Aspen CD in *SystemRequirements.pdf*.

- ◆ Make sure that no one is logged into the Ingenium or Aspen database using any of the client applications or other tools.
- ◆ Back up the Ingenium or Aspen database(s) from the database server.
- ◆ Make sure that Messenger is not processing.
- ◆ Stop the Data Filter service.

Overview: Upgrading Aspen LMS and LXS

If you are upgrading a system with both Aspen LMS and LXS using Microsoft SQL Server, follow the steps in this section to upgrade the Aspen database and applications.

Use this overview section to determine the order of the steps that are described in more detail in the “Detailed Procedures” section. Depending on your implementation, some of the following steps may not apply.

- 1** Verify that the SQL Server Agent, Microsoft Search, and Indexing Service are running on the database server (page 6).
- 2** Install the Aspen Database Installer on the database server (page 7).
- 3** Configure the ODBC data source on the database server (page 7).
- 4** Run the Aspen Database Installer to upgrade the database (page 8).
- 5** Upgrade Aspen client applications on all client computers (page 8).
- 6** Upgrade the Aspen Data Filter on the Data Filter server (page 9).
- 7** Configure the Aspen Data Filter (page 9).
- 8** Upgrade Aspen Web applications on the Web server (page 10).
- 9** Upgrade Aspen Messenger on the Messenger server (page 10).

Overview: Upgrading Aspen LMS

If you are upgrading a system with Aspen LMS without LXS, follow the steps in this section to upgrade the Aspen database and applications.

Use this overview section to determine the order of the steps that are described in more detail in the “Detailed Procedures” section. Depending on your implementation, some of the following steps may not apply.

- 1** Install the Aspen Database Installer on the database server (page 7).
- 2** Configure the ODBC data source on the database server (page 7).
- 3** Run the Aspen Database Installer to upgrade the database (page 8).
- 4** Upgrade Aspen client applications on all client computers (page 8).
- 5** Upgrade the Aspen Data Filter on the Data Filter server (page 9).
- 6** Configure the Aspen Data Filter (page 9).
- 7** Upgrade Aspen Web applications on the Web server (page 10).
- 8** Upgrade Aspen Messenger on the Messenger server (page 10).

Overview: Upgrading Aspen LXS

If you are upgrading a system with Aspen LXS without LMS, follow the steps in this section to upgrade the Aspen database and applications.

Use this overview section to determine the order of the steps that are described in more detail in the “Detailed Procedures” section. Depending on your implementation, some of the following steps may not apply.

- 1** Verify that the SQL Server Agent, Microsoft Search, and Indexing Service are running on the database server (page 6).
- 2** Install the Aspen Database Installer on the database server (page 7).
- 3** Configure the ODBC data source on the database server (page 7).
- 4** Run the Aspen Database Installer to upgrade the database (page 8).
- 5** Upgrade Aspen Web applications on the Web server (page 10).

Detailed procedures

This section contains detailed instructions for the steps in the overviews above. Some of these procedures may or may not apply to your particular implementation. Follow the steps in the overviews to determine if and when you should perform the procedures in this section.

Verify services for LXS

This procedure is only necessary if you are upgrading LXS.

Make sure that the SQL Server Agent, Microsoft Search (full-text indexing), and Indexing Service are running on the database server.

- a** From the Windows Control Panel, open Services.
In Windows 2000, Services is in Administrative Tools in the Control Panel.
- b** Verify that the Microsoft Search (full-text indexing) service is started and set to run automatically.

If you cannot find it, then you need to install it.

- c** Verify that the Indexing Service is started and set to run automatically.
- d** Verify that the SQLServerAgent service is started and set to run automatically.

If you need more help with this procedure, see the “Verify the Microsoft Search and Indexing Service” section in the *Aspen Learning Management and Experience Server Installation Guide*.

Install the Aspen Database Installer on the database server

- a** From the Aspen CD, copy *IngServer.exe* to the database server. The Aspen Database Installer must be run on the database server.
- b** Run *IngServer.exe* and follow the windows and prompts to install the Database Installer onto the hard disk of the server.

Select Aspen Database Installer from the list of components to install.

In an installation on Windows NT, select Microsoft Data Access Components 2.5 as well.

If you need more help with this procedure, see “Install the Aspen Database Installer” section in Part I of the *Aspen Learning Management and Experience Server Installation Guide*.

Configure the ODBC data source

There must be an ODBC data source on the database server that points to your existing Aspen or Ingenium database. If this data source already exists, it is very important that you double-check all of the connection information to make sure it is correct before proceeding. If a data source does not exist on the database server, create one according to the following steps.

► To create an ODBC data source:

- a** From the Windows Control Panel, select ODBC Data Sources. In Windows 2000, Data Sources (ODBC) is in the Administrative Tools folder
- b** In the ODBC Data Source Administrator, select the System DSN tab.
- c** Click Add.
- d** In the Create New Data Source dialog box, select SQL Server from the list of drivers.
- e** Click Finish. (The Create a New Data Source to SQL Server dialog is displayed.)
- f** In the Name box, type a name for this DSN.

Note: As of Aspen version 1.0, it is no longer necessary for this name to begin with the letters “Ing”.

- g** In the Description box, type a description for the data source. (Optional)
- h** In the Server box, select (local) from the drop down list, or type the name of the computer that contains the Aspen database.
- i** Click Next.
- j** Select the option to authenticate “With SQL Server authentication”.
- k** Select the option to “Connect to SQL Server to obtain default settings”.
- l** Type “sa” into the Login ID box to log in as the system administrator.
- m** Enter the correct password.
- n** Click the Client Configuration button. Verify that TCP/IP is selected from the list of Network Libraries, and click OK.

- o Click Next to continue.
- p Select "Change the default database to" and select the correct database from the drop down list.
- q Keep the remaining default settings and continue selecting Next.
- r Test the data source, and click OK to exit the ODBC Data Source Administrator.

NOTE: Even if you use NT Authentication for your client applications, it is recommended that you use SQL Server authentication and log in as "sa" for the Database Installer connection. For more information about NT Authentication in Aspen, see the "About Windows Authentication" section in the *Aspen Learning Management and Experience Server Installation Guide*.

If you need more help with this procedure, see the "Create an ODBC System DSN" section in Part I of the *Aspen Learning Management and Experience Server Installation Guide*.

Run the Aspen Database Installer

The Aspen Database Installer upgrades your Ingenium or Aspen database to the most recent version. If your installation includes the Aspen Learning Experience Server component, the Database Installer also creates a directory on the database server to store course meta information used in full-text searches.

► To run the Database Installer:

- a From the Windows Start Menu, Select Programs > Aspen > Aspen Database Installer.
- b Under DSN, select the data source you created earlier for the Aspen database.
- c Enter a login of "sa", as well as the correct password.
- d Enter a valid Aspen license number, or leave the license field blank for an evaluation license.
Note: If you are upgrading from Aspen 1.0 to Aspen 1.1, your existing license number should already appear here. If you are upgrading from Ingenium 6.1 or earlier, you need an updated license. Contact Aspen support if you do not have a valid Aspen license.
- e Click Continue.
- f The option to Install Sample data will not be available when upgrading. Click Continue.
- g Verify that the DBMS, DSN, and Database are correct and click Next to continue.
- h Enter the path and share name of the folder that will be used by Learning Experience Server to store course metadata. Click Next to continue. (NOTE: This option will not appear on an LMS only installation.)
- i Click Continue to start upgrading the database to Aspen version 1.1.
- j Click Finish to complete the installation. (Do NOT click the Close button in the upper right hand corner to exit the Database Installer.) If your installation includes LMS, run Update Roles in the Aspen Administration tool to update your security settings.

IMPORTANT: If the Database Installer process fails for any reason, do NOT attempt to run it again. Restore the most recent backup of your database and contact Aspen Technical Support immediately.

Upgrade Aspen client applications on all client computers

This procedure is only necessary if you are upgrading LMS.

The Aspen client applications include Aspen Administration, Aspen Workstation, and Aspen Report Browser, and are generally used by Aspen administrators.

On each client application user's computer:

- a** From the Aspen CD, copy *IngClient.exe* to the hard disk.
- b** Run *IngClient.exe* on the client computer.
Install this version of the client applications over the previous version.
Select Aspen Workstation, Aspen Administration, and/or Aspen Report Browser from the list of components to install, depending on which client applications need to be updated.
If you are installing on Windows 98 or Windows NT, select Microsoft Data Access Components 2.5 as well.
- c** Make sure there is an ODBC connection that points to the current database, and that all connection information is correct. If no ODBC data source exists, create one according to the “Configure the ODBC data source” section above.

Upgrade the Aspen Data Filter

This procedure is only necessary if you are upgrading LMS.

The latest version of the Data Filter should be installed over your existing version. However, if your current version is installed on a computer that does not meet the latest hardware and software requirements, you should install the new version on a server that does, and stop using your current version.

There should only be one Data Filter application per Aspen database, and it should be run on a server that is continuously dedicated to running the filtering process. Refer to the *Aspen Learning Management and Experience Server System Requirements* for specific hardware and software requirements.

► To upgrade the Aspen Data Filter:

- a** On the Data Filter server, stop the Click2learn Ingenium or Aspen Data Filter service in Services in the Windows Control Panel.
In Windows 2000, Services are in Administrative Tools in the Control panel.
- b** If you are upgrading from the Ingenium Data Filter, disable the Ingenium Data Filter service, by opening its properties and changing the Startup Type to Disabled.
- c** From the Aspen CD, copy *IngServer.exe* to the Data Filter server.
- d** Run *IngServer.exe* on the Data Filter server computer.
Install this version of the Data Filter over the previous version.
Select Aspen Data Filter from the list of components to install.
If you are installing on Windows NT, select Microsoft Data Access Components 2.5 as well.
- e** When the installation is complete, click Finish, and reboot your computer.

If you need more help with this procedure, see the “Install the Aspen Data Filter” section in Part I of the *Aspen Learning Management and Experience Server Installation Guide*.

Configure the Aspen Data Filter

If you are installing the Data Filter on a new server, you will need to configure it to run with your existing database. If you are installing it on the existing server, double-check your existing settings to make sure they are correct.

► To configure the Aspen Data Filter:

- a** Create an ODBC data source that points to the Aspen database. If it already exists, verify all connection information.
- b** From the Windows Start menu, run the Aspen Data Filter Administration Utility.
- c** Enter the user name, password, and DSN.
- d** Click OK to exit.
- e** From the Windows Control Panel, open Services. (Located in Administrative Tools in Windows 2000).
- f** Start the Aspen Data Filter service, and verify that it is set to start up automatically.

For more about this procedure, see the “Start the Data Filter” section in Part I of the *Aspen Learning Management and Experience Server Installation Guide*.

Upgrade Aspen Web applications

► To upgrade Aspen Web components on the Web server:

- a** If your Web server is running Windows NT 4.0, you must upgrade Microsoft Active Data Objects by running either *IngClient.exe* or *IngServer.exe* and selecting the Microsoft Active Data Objects 2.5 option in the Select Components dialog box.
- b** Verify that the ODBC connection on the Web server points to the new Aspen database and all connection information is correct. If no ODBC source exists, create one according to the “Configure the ODBC data source” section above.
- c** From the Aspen CD, copy *IwcSetup.exe* to the Web server. The Aspen Installer must be run on the Web server.
- d** Install the Aspen Web Applications over your existing installation using the same procedures as a clean install. See the “Install Aspen Web applications” section in Part I of the *Aspen Learning Management and Experience Server Installation Guide*.

Upgrade Aspen Messenger

This procedure is only necessary if you are upgrading LMS.

Messenger should use the default mail account on the computer where it is installed.

If possible, you should install the Aspen LMS Messenger on a separate computer from the core Aspen LMS components and Web server. Only one installation of Messenger per Aspen database is recommended.

► To upgrade Aspen Messenger on the Messenger server:

- a** Make sure that all the computers that will have Aspen components installed conform to the hardware and software requirements as listed in the *Aspen Learning Management and Experience Server System Requirements* document.
- b** From the Aspen CD, copy *ImeSetup.exe* to the Messenger server.
- c** If you are upgrading Messenger on the computer where it is currently installed, run *ImeSetup.exe* and install it over the previous version. Select Aspen Messenger and Standard Plug-ins from the list of components to install, and, if you are installing on Windows NT, select Microsoft Data Access Components 2.5.
- d** If you are upgrading Messenger but moving it to a different computer, use the procedure for a new installation in the “Install Aspen LMS Messenger” section in the *Aspen Learning Management and Experience Server Installation Guide*. After you have completed the installation and verified that it works, uninstall the old version using Add/Remove Programs in the Windows Control Panel.

Part II: Upgrade Instructions for Oracle

Part II of this document provides upgrading instructions for the Aspen Learning Management Server (LMS) using Oracle. Your upgrade depends on which Aspen LMS subcomponents are implemented.

Before Upgrading

Before you begin, verify that your server and client computers meet the requirements in the *Aspen Learning Management and Experience Server System Requirements* document on the Aspen CD in *SystemRequirements.pdf*.

- ◆ Make sure that no one is logged into the Ingenium or Aspen database using any of the client applications or other tools.
- ◆ Back up the Ingenium or Aspen database(s) from the database server.
- ◆ Make sure that Messenger is not processing.
- ◆ Stop the Data Filter service.
- ◆ Check with your Oracle DBA to find out the name of the Index Tablespace for your existing Aspen or Ingenium database. (For example, "Aspen_Index", "Ingenium_Index", etc.)

Overview: Upgrading Aspen LMS

Follow the steps in this section to upgrade the Aspen database and applications to version 1.1 on a system using Oracle as the DBMS.

Use this overview section to determine the order of the steps that are described in more detail in the "Detailed Procedures" section. Depending on your implementation, some of the following steps may not apply.

- 1** Install the Aspen Database Installer (page 12).
- 2** Configure the ODBC data source (page 12).
- 3** Run the Aspen Database Installer to upgrade the database (page 13).
- 4** Upgrade Aspen client applications on all client computers (page 15).
- 5** Upgrade the Aspen Data Filter on the Data Filter server (page 15).
- 6** Configure the Aspen Data Filter (page 16).
- 7** Install Aspen Web applications on the Web server (page 16).
- 8** Upgrade Aspen Messenger on the Messenger server (page 16).

Detailed procedures

This section contains detailed instructions for the steps in the overview above. Some of these procedures may or may not apply to your particular implementation. Follow the steps in the overview to determine when you should perform the procedures in this section.

Install the Aspen Database Installer

- a** From the Aspen CD, copy *IngServer.exe* to the database server, or to a remote machine that can connect to the database server.
- b** Run *IngServer.exe* and follow the windows and prompts to install the Database Installer onto the hard disk.

Select Aspen Database Installer from the list of components to install.

In an installation on Windows NT, select Microsoft Data Access Components 2.5 as well.

If you need more help with this procedure, see “Install the Aspen Database Installer” section in Part II of the *Aspen Learning Management and Experience Server Installation Guide*.

Configure the ODBC data source

The Aspen Database Installer must be run on a Windows computer. If your Oracle database is on a Unix server, you need to run the Database Installer from a remote machine using an ODBC connection. If your Oracle database is on Windows, you have the option of running the Database Installer on the database server, or a remote machine. In either case, the Oracle client tools must be on the same machine as the Database Installer to set up the ODBC connection.

You must use the Microsoft ODBC driver for Oracle for the Database Installer to run properly. The Database Installer does not work with the Oracle ODBC driver.

If an ODBC connection already exists, it is very important that you double-check all of the connection information to make sure it is correct before proceeding. If a data source does not exist, create one according to the following steps:

► To create an ODBC data source:

- a** Make sure the Oracle client tools are on the computer with the Database Installer.
- b** Using the Oracle client tools, create a service name to point to the Oracle instance containing your existing Aspen or Ingenium database.
- c** From the Windows Control Panel, open ODBC Data Sources.
In Windows 2000, Data Sources (ODBC) is in Administrative Tools in the Control Panel.
- d** In the ODBC Data Source Administrator, select the System DSN tab.
- e** Click Add.
- f** In the Create New Data Source dialog box, select Microsoft ODBC Driver for Oracle from the list of drivers.
- g** Click Finish.
The Microsoft ODBC for Oracle Setup dialog is displayed.
- h** In the Name box, type a name for this DSN.
Note: As of Aspen version 1.0, it is no longer necessary for this name to begin with the letters “Ing”.
- i** In the Description box, type a description for the data source. (Optional)
- j** In the Server box, enter the name of the Oracle service created in step b above.
- k** Click OK.

If you need more help with this procedure, see the “Create an ODBC System DSN” section in Part II of the *Aspen Learning Management and Experience Server Installation Guide*.

Run the Aspen Database Installer

If you will be not be using Auditing, please use the instructions which follow in the section "Running the Database Installer without Auditing." To use Auditing, skip to the section "Running the Database Installer with Auditing."

Running the Database Installer without Auditing.

The Aspen Database Installer will upgrade your existing Ingenium or Aspen database to the most recent version.

► To run the Database Installer:

- a** From the Windows Start Menu, select Programs > Aspen > Aspen Database Installer.
 - b** Enter the schema owner login ID, password, and DSN for your existing Ingenium or Aspen Database. For the Database Installer to run properly, you must login as the existing Schema owner (For example, Aspen, Ingenium, etc.)
 - c** Enter your Aspen license number, or leave the license field blank for an evaluation license.
Note: If you are upgrading from Aspen 1.0 to Aspen 1.1, your existing license number should already appear here. If you are upgrading from Ingenium 6.1 or earlier, you need an updated license. Contact Aspen support if you do not have a valid Aspen license.
 - d** Click Continue.
 - e** Do not select any options. (The option to Install Sample data will be grayed out on an upgrade.) Click Continue.
 - f** Verify that the DBMS and DSN are correct, and click Next to continue.
 - g** When prompted for the Index Tablespace, make sure this value matches the name of your existing index tablespace.
 The defaults for Ingenium and Aspen are Ingenium_Index and Aspen_Index; this default may not be correct in your implementation.
Note: If you are uncertain of the Index Tablespace name, check with your Oracle DBA before proceeding any further. The Database Installer will not run properly if this name is incorrect.
 - h** Click Continue to start upgrading the database to Aspen version 1.1.
 - i** Click Finish to complete the installation. (Do NOT click the Close button in the upper right hand corner to exit the Database Installer.)
 - j** Run Update Roles in the Aspen Administration tool to update your security settings.
- IMPORTANT:** If the Database Installer process fails for any reason, do NOT attempt to run it again. Restore the most recent backup of your database and contact Aspen Technical Support immediately.

Running the Database Installer with Auditing.

To use the Auditing feature, a separate Auditing database must be created. In addition to upgrading your primary schema to the latest version, the Aspen Database Installer can be used to create or upgrade the Auditing schema as well. The Database Installer can also be run solely for the purpose of adding Auditing to a schema that is otherwise current.

If you are installing Auditing for the first time, some initial setup steps will be necessary. If your existing installation already includes Auditing, skip these setup steps.

► To setup the Auditing Database:

- a** Create an Auditing tablespace. The recommended name for this tablespace is ASPENLOGGING_TBS1.
See the "Create the Aspen tablespaces" section in Part II of the *Aspen Learning Management and Experience Server Installation Guide*.
- b** Edit and run the user-profile script, *ora_profile.sql*.
Optional - see the "Edit and run the user-profile script" section in Part II of the *Aspen Learning Management and Experience Server Installation Guide*.
- c** Edit and run the Auditing user create script, *ora_loguser.sql*.
See the "Edit and run the auditing user-create script" section in Part II of the *Aspen Learning Management and Experience Server Installation Guide*.
- d** Run the Database Installer.

➤ **To run the Database Installer:**

- a** From the Windows Start Menu, select Programs > Aspen > Aspen Database Installer.
- b** Enter the schema owner login ID, password, and DSN for your existing Ingenium or Aspen Database.
For the Database Installer to run properly, you must login as the existing Schema owner (For example, Aspen, Ingenium, etc.)
- c** Enter your Aspen license number, or leave the license field blank for an evaluation license.
Note: If you are upgrading from Aspen 1.0 to Aspen 1.1, your existing license number should already appear here. If you are upgrading from Ingenium 6.1 or earlier, you need an updated license. Contact Aspen support if you do not have a valid Aspen license.
- d** Click Continue.
- e** Select the option to Install/Upgrade Auditing component. Click Continue.
- f** Enter the login ID, password, and DSN for the Aspen auditing database.
The default auditing login ID of "AspenLogging" is correct for most implementations, but check with your Oracle DBA to be sure.
- g** Click Next.
- h** Verify that the DBMS, DSN, and database owner for the Aspen auditing component are correct and click Next to continue.
- i** Enter the primary schema name. (For example, Ingenium, Aspen, etc.)
- j** Click Continue to install the latest version of the Aspen auditing database.
- k** When the auditing database is ready, click Continue to upgrade the primary database.
- l** Verify that the DBMS, DSN, and database owner are correct for the primary database, and click Next to continue.
- m** When prompted for the Index Tablespace, make sure this value matches the name of your existing index tablespace.
The defaults for Ingenium and Aspen are Ingenium_Index and Aspen_Index; this default may not be correct in your implementation.
Note: If you are uncertain of the Index Tablespace name, check with your Oracle DBA before proceeding any further. The Database Installer will not run properly if this name is incorrect.
- n** Click Continue to start upgrading the database to Aspen version 1.1.
- o** Click Finish to complete the installation. (Do NOT click the Close button in the upper right hand corner to exit the Database Installer.)

- p** Run Update Roles in the Aspen Administration tool to update your security settings.

IMPORTANT: If the Database Installer process fails for any reason, do NOT attempt to run it again. Restore the most recent backup of your database and contact Aspen Technical Support immediately.

Upgrade Aspen client applications on all client computers

The Aspen client applications include Aspen Administration, Aspen Workstation, and Aspen Report Browser, and are generally used by Aspen administrators.

On each client application user's computer:

- a** From the Aspen CD, copy *IngClient.exe* to the hard disk.
- b** Run *IngClient.exe* on the client computer.
Install this version of the client applications over the previous version.
Select Aspen Workstation, Aspen Administration, and/or Aspen Report Browser from the list of components to install, depending on which client applications need to be updated.
If you are installing on Windows 98 or Windows NT, select Microsoft Data Access Components 2.5 as well.
- c** Make sure there is an ODBC connection that points to the current database, and that all connection information is correct. If no ODBC data source exists, create one according to the "Configure the ODBC data source" section above.

Upgrade the Aspen Data Filter

The latest version of the Data Filter should be installed over your existing version. However, if your current version is installed on a computer that does not meet the latest hardware and software requirements, you should install the new version on a server that does, and stop using your current version.

There should only be one Data Filter application per Aspen database, and it should be run on a server that is continuously dedicated to running the filtering process. Refer to the *Aspen Learning Management and Experience Server System Requirements* for specific hardware and software requirements.

► To upgrade the Aspen Data Filter:

- a** On the Data Filter server, stop the Click2learn Ingenium or Aspen Data Filter service in Services in the Windows Control Panel.
In Windows 2000, Services are in Administrative Tools in the Control panel.
- b** If you are upgrading from the Ingenium Data Filter, disable the Ingenium Data Filter service, by opening its properties and changing the Startup Type to Disabled.
- c** From the Aspen CD, copy *IngServer.exe* to the Data Filter server.
- d** Run *IngServer.exe* on the Data Filter server computer.
Install this version of the Data Filter over the previous version.
Select Aspen Data Filter from the list of components to install.
If you are installing on Windows NT, select Microsoft Data Access Components 2.5 as well.
- e** When the installation is complete, click Finish, and reboot your computer.

If you need more help with this procedure, see the "Install the Aspen Data Filter" section in Part II of the *Aspen Learning Management and Experience Server Installation Guide*.

Configure the Aspen Data Filter

If you are installing the Data Filter on a new server, you will need to configure it to run with your existing database. If you are installing it on the existing server, double-check your existing settings to make sure they are correct.

► To configure the Aspen Data Filter:

- a** Create an ODBC data source that points to the Aspen database. If it already exists, verify all connection information.
- b** From the Windows Start menu, run the Aspen Data Filter Administration Utility.
- c** Enter the user name, password, and DSN.
- d** Click OK to exit.
- e** From the Windows Control Panel, open Services. (Located in Administrative Tools in Windows 2000).
- f** Start the Aspen Data Filter service, and verify that it is set to start up automatically.

For more about this procedure, see the “Start the Data Filter” section in Part II of the *Aspen Learning Management and Experience Server Installation Guide*.

Upgrade Aspen Web applications

► To upgrade Aspen Web components on the Web server:

- a** If your Web server is running Windows NT 4.0, you must upgrade Microsoft Active Data Objects by running either *IngClient.exe* or *IngServer.exe* and selecting the Microsoft Active Data Objects 2.5 option in the Select Components dialog box.
- b** Verify that the ODBC connection on the Web server points to the new Aspen database and all connection information is correct. If no ODBC source exists, create one according to the “Configure the ODBC data source ” section above.
- c** From the Aspen CD, copy *IwcSetup.exe* to the Web server. The Aspen Installer must be run on the Web server.
- d** Install the Aspen Web Applications over your existing installation using the same procedures as a clean install. See the “Install Aspen Web applications” section in Part II of the *Aspen Learning Management and Experience Server Installation Guide*.

Upgrade Aspen Messenger

Messenger should use the default mail account on the computer where it is installed.

If possible, you should install the Aspen LMS Messenger on a separate computer from the core Aspen LMS components and Web server. Only one installation of Messenger per Aspen database is recommended.

► To upgrade Aspen Messenger on the Messenger server:

- a** Make sure that the all the computers that will have Aspen components installed conform to the hardware and software requirements as listed in the *Aspen Learning Management and Experience Server System Requirements* document.
- b** From the Aspen CD, copy *ImeSetup.exe* to the Messenger server.
- c** If you are upgrading Messenger on the computer where it is currently installed, run *ImeSetup.exe* and install it over the previous version. Select Aspen Messenger and

Standard Plug-ins from the list of components to install, and, if you are installing on Windows NT, select Microsoft Data Access Components 2.5.

- d** If you are upgrading Messenger but moving it to a different computer, use the procedure for a new installation in the “Install Aspen LMS Messenger” section in Part II of the *Aspen Learning Management and Experience Server Installation Guide*. After you have completed the installation and verified that it works, uninstall the old version using Add/Remove Programs in the Windows Control Panel.