

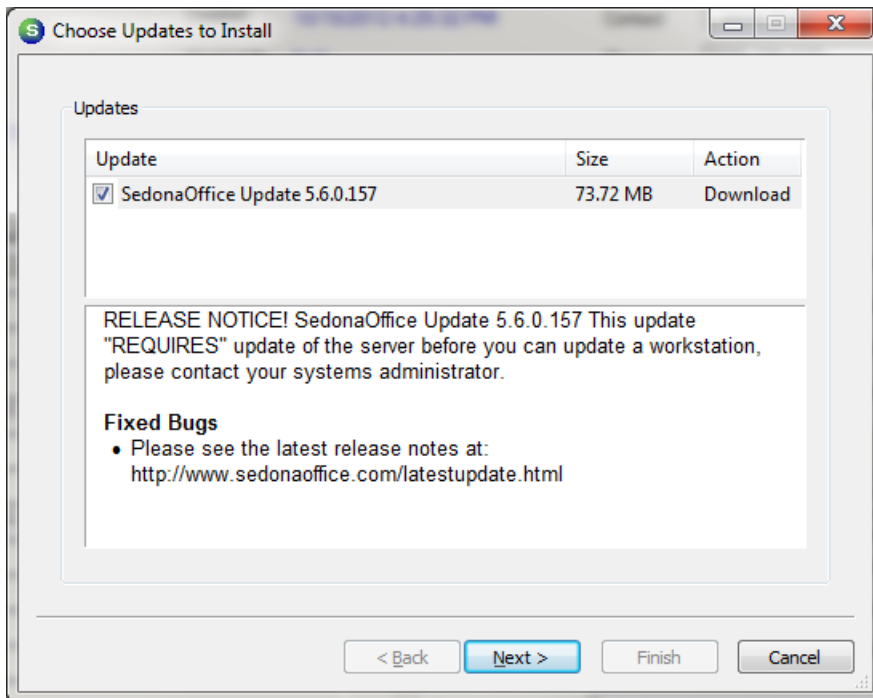
Sedona Update

02/12/2024 1:00 pm EST

Here is a walkthrough for you to follow when you perform the SedonaOffice Server Update.

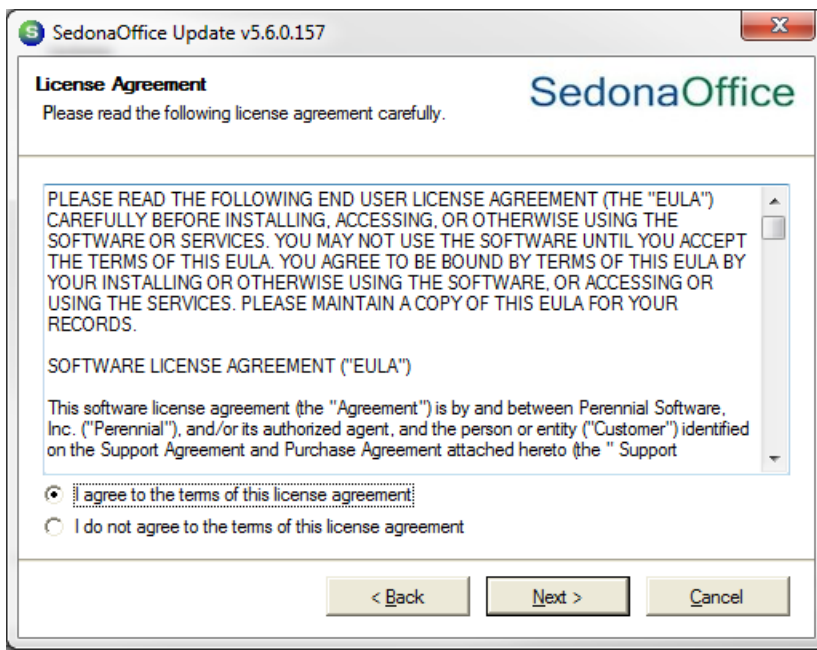
From the SQL Server click **Start > All Programs > Locate and Open SedonaOffice Server Tools**.

Select **Check for Updates** and click Open.

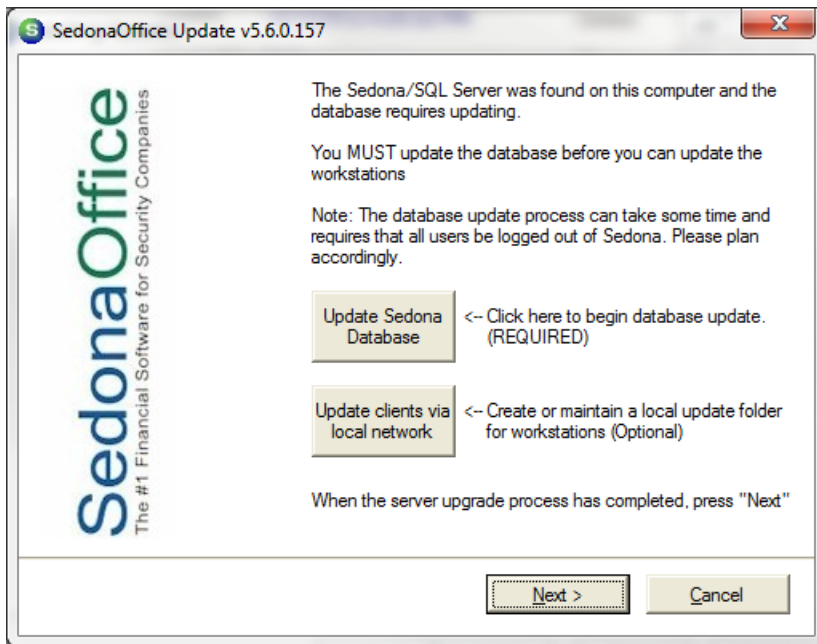


Press **Next** to download the update.

Check the **Automatically install the updates after finishing the download** option. When the file finishes downloading it will start installing the new update.



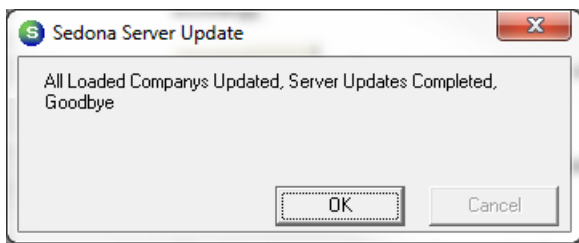
Select Next.



Click Update Sedona Database.

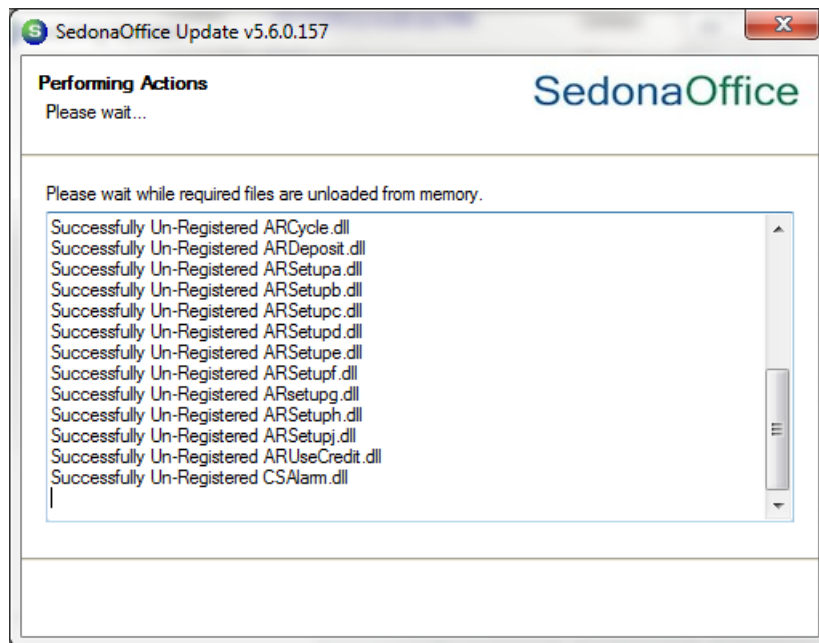
This will firstly check to see if all users in SedonaOffice have exited the application. It is required that all users exit SedonaOffice before continuing. If all users have exited but a window comes up showing a list of users still logged in, you can click on the refresh button 3 times, then select the **Force Logoff** option.

Upon doing so, the installer will continue and will update your databases, until the process is completed.



Next, select **Update clients via local network**. Verify that the path set is correct. This path is where the workstations will access the update file. Once you select **OK**, the program will copy the update file to that location.

Now press **Next**. Then press **Start** when it says, Ready to Update. This will update the client installed on the server.



Once this process completes, press **Finish**, and you are done with the server update. Each workstation will need to be updated to use SedonaOffice. Typically when a user launches SedonaOffice on a workstation that has not been updated, the automatic update process will kick in and begin the install. You can select **Next** until the client update completes.

If a workstation errors out upon trying to update, you can manually locate the update file by browsing the share on the server. This is typically `\\yourservername\SedonaOffice Installation Files`, just locate the update and double-click to run directly from that folder.

That's the update process.