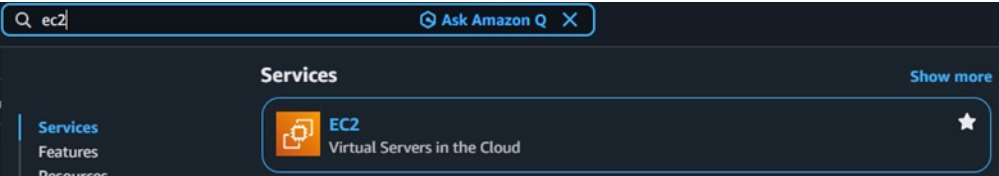


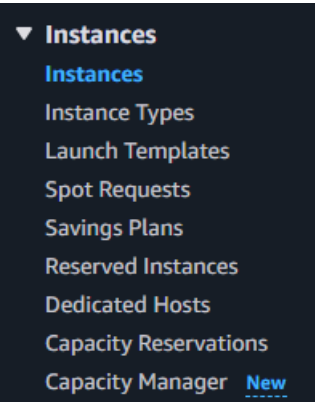
# In-place Server Upgrade

07/22/2026 2:50 pm EDT

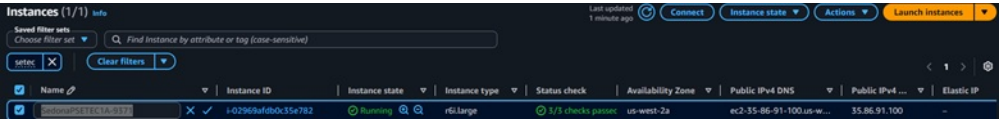
In AWS go to EC2



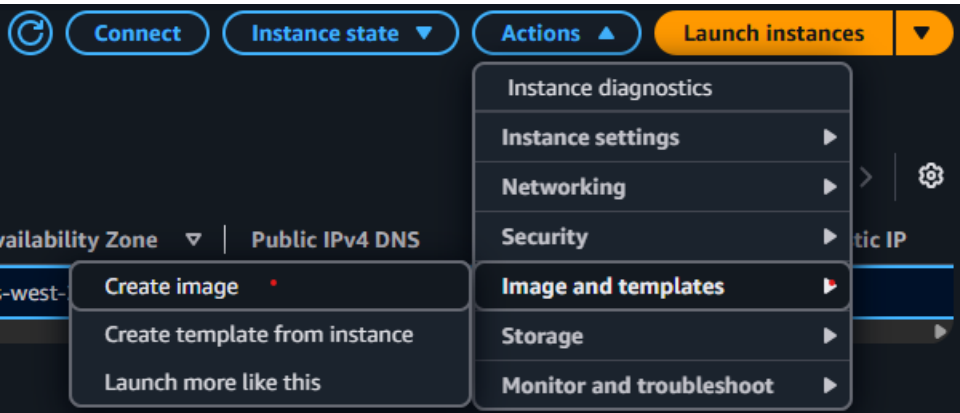
In EC2 select Instances



Enter the name of the instance (Ex. SedonaPSETEC1A-9371)



Select To Actions and select Image and Templates and select Create Image



Enter image name (Ex. SETEC Backup Image 7/14/26)

**Create image** info

An image (also referred to as an AMI) defines the programs and settings that are applied when you launch an EC2 instance. You can create an image from the configuration of an existing instance.

**Image details**

**Instance ID**  
 i-02969afdb0c35e782 (SedonaPSETEC1A-9371)

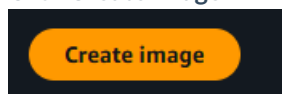
**Image name**  
  
 Maximum 127 characters. Can't be modified after creation.

**Image description - optional**  
  
 Maximum 255 characters.

☒ **Reboot instance**  
 When selected, Amazon EC2 reboots the instance so that data is at rest when snapshots of the attached volumes are taken. This ensures data consistency.

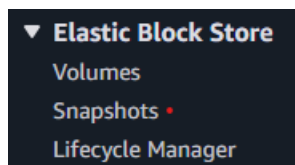
Make sure that reboot instance is selected. After the AMI is created the instance is restarted

Click **Create Image**



You will get a notification that the AMI has been created and that the instance will be restarted shortly

Go to **Elastic Block Store** and select **Snapshots**



In **Snapshots** go to **Snapshot scope** and Select **Public snapshots**



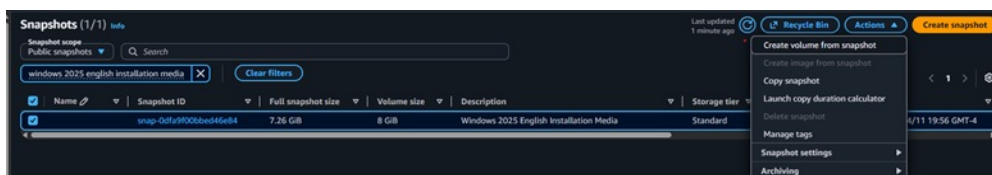
Enter “**Windows 2025 Installation Media English**” if the server does not have FSU, if the Server has FSU use “**Windows 2022 Installation Media English**”. The example will use the “**Windows 2025 Installation Media English**”.

**Snapshots (1/1)** info

Snapshot scope: Public snapshots

| <input checked="" type="checkbox"/> | Name                                    | Snapshot ID            | Full snapshot size | Volume size | Description                             | Storage tier | Snapshot status | Started                |
|-------------------------------------|-----------------------------------------|------------------------|--------------------|-------------|-----------------------------------------|--------------|-----------------|------------------------|
| <input checked="" type="checkbox"/> | Windows 2025 English Installation Media | snap-0d5a9f00b0e046e84 | 7.26 GiB           | 8 GiB       | Windows 2025 English Installation Media | Standard     | Completed       | 2025/04/11 19:56 GMT-4 |

Go to **Actions** and select **Create volume from Snapshot**



In Volume Settings make sure that the Availability Zone matches the instance. (Ex. Setec is Usw2-az1(us-west-2a))

Go to Instances and select your instance (ex

### Volume settings

**Snapshot ID**  
 snap-0dfa9f00bbed46e84

**Volume type** [Info](#)  
 General Purpose SSD (gp3)

**Size (GiB)** [Info](#)  
 8  
 Min: 1 GiB, Max: 65536 GiB.

**IOPS** [Info](#)  
 3000  
 Min: 3000 IOPS, Max: 80000 IOPS.

**Throughput (MiB/s)** [Info](#)  
 125  
 Min: 125 MiB, Max: 2000 MiB. Baseline: 125 MiB/s.

**Availability Zone** [Info](#)  
 \* usw2-az1 (us-west-2a)

Go to Tags click “Add new tag”

### Tags - optional

A tag is a label that you assign to an AWS resource. Each tag consists of a key and an optional value. You can use tags to search and filter your resources or track your AWS costs.

No tags associated with the resource.

[Add new tag](#) \*

You can add up to 50 tags.

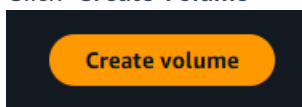
Add Key Value “Name” and Value “Windows 2025 English Installation Media”

### Tags - optional

A tag is a label that you assign to an AWS resource. Each tag consists of a key and an optional value. You can use tags to search and filter your resources or track your AWS costs.

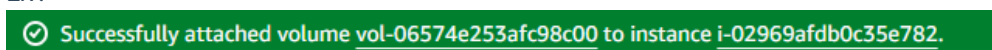
| Key    | Value - optional                          |                        |
|--------|-------------------------------------------|------------------------|
| Q Name | Q Windows 2025 English Installation Media | <a href="#">Remove</a> |

Click “Create Volume”



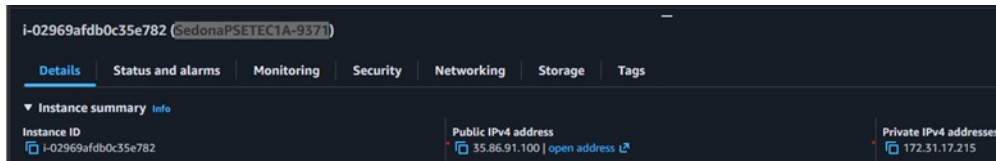
You will get a notification that the Volume has been attached to the instance

Ex.



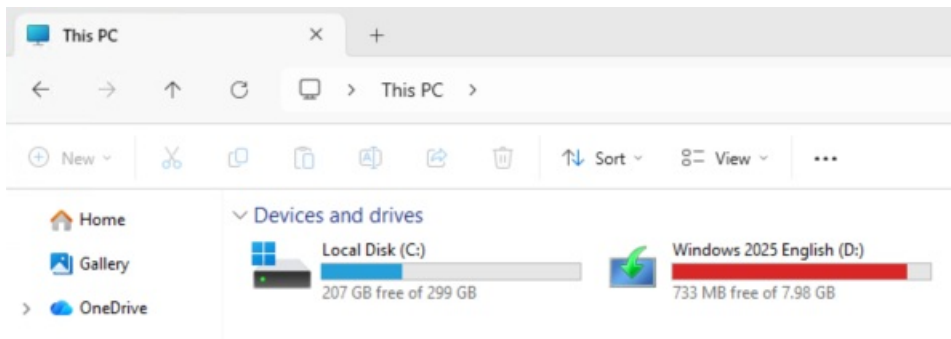
Go to instances and select Instance (ex. **SedonaPSETEC1A-9371**)

Note the **Public IP address** and the **Private IP address**



RDP to the Private IP Address and the RDP port (**172.31.17.215:9371**)

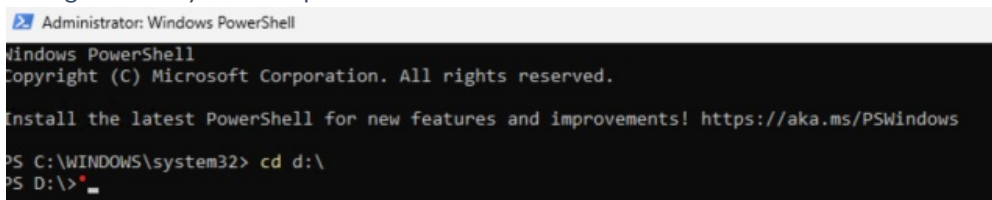
Open **"This PC"** the attached volume should be listed as a new drive letter (**D:\**)



Open **PowerShell**



Change directory to **D:\** to point to the Windows Installation Media



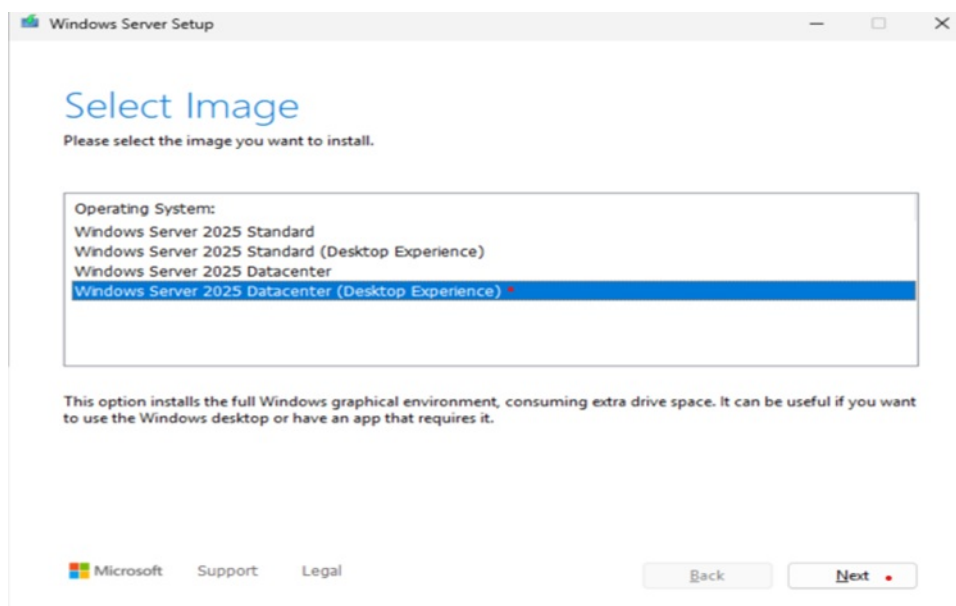
Run PowerShell Script - **.\setup.exe /auto upgrade /dynamicupdate disable**

```
Administrator: Windows PowerShell
Windows PowerShell
Copyright (C) Microsoft Corporation. All rights reserved.

Install the latest PowerShell for new features and improvements! https://aka.ms/PSWindows

PS C:\WINDOWS\system32> cd d:\
PS D:\> .\setup.exe /auto upgrade /dynamicupdate disable_
```

Select Image **Windows Server 2025 Datacenter (Desktop Experience)** If the server is using FSU select image **Windows Server 2022 Datacenter (Desktop Experience)** (ex. Windows Server 2025 Datacenter...)



Click “Next” and start server update.

After clicking “Next” the Windows Image installation will start, installation window will run for 60 – 65 minutes.



After the image installer is completed, the Server will restart

# Installing Windows Server

Your PC will restart several times. This might take a while.

🔍 Your PC will restart in a few moments

Cancel

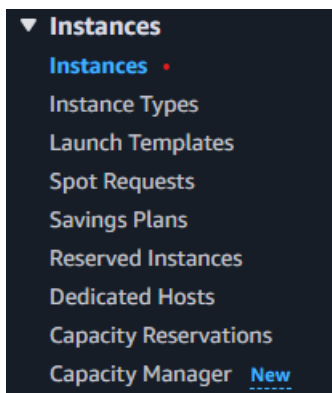
Goto AWS



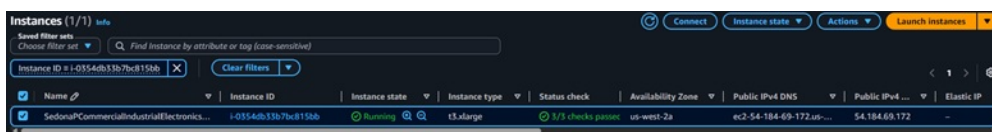
Select Ec2



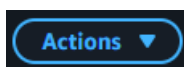
Goto Instances



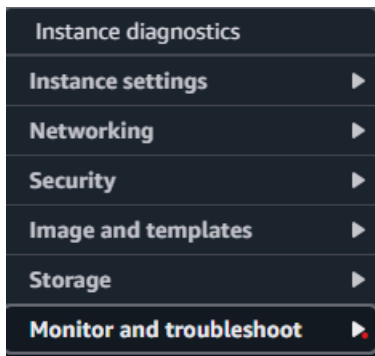
Enter Instance ID (Ex i-0354db33b7bc815bb)



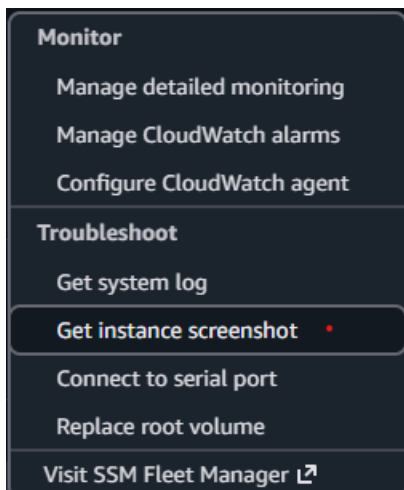
Click Actions



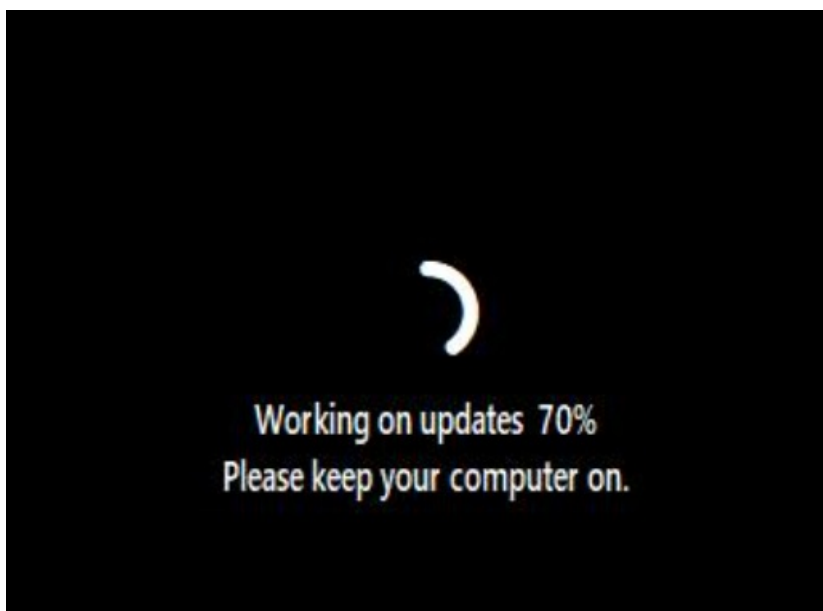
Select **Monitor And Troubleshoot**



Select **Get Instance Screenshot**



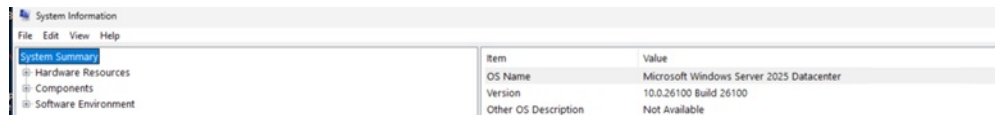
The instance screen shot will show the active status of the Server updates



When updates go to 100% the update is completed

Login to the server

Confirm OS is updated by running “System Information”



Confirm that the Public and Private IP Address did not change

Open “Services”

Order the Services by Startup Type (Automatic)

| Name                                      | Description      | Status  | Startup Type | Log On As      |
|-------------------------------------------|------------------|---------|--------------|----------------|
| Windows Push Notifications User Service   | This service ... | Running | Automatic    | Local Syste... |
| Connected Devices Platform User Service   | This user se...  | Running | Automatic    | Local Syste... |
| Windows Push Notifications User Service   | This service ... | Running | Automatic    | Local Syste... |
| Connected Devices Platform User Service   | This user se...  | Running | Automatic    | Local Syste... |
| Microsoft Defender Core Service           | Monitors th...   | Running | Automatic    | Local Syste... |
| Windows Push Notifications System Service | This service ... | Running | Automatic    | Local Syste... |
| Windows Remote Management (WS-Management) | Windows R...     | Running | Automatic    | Network S...   |
| Windows Management Instrumentation        | Provides a c...  | Running | Automatic    | Local Syste... |
| Microsoft Defender Antivirus Service      | Helps prote...   | Running | Automatic    | Local Syste... |
| World Wide Web Publishing Service         | Provides W...    | Running | Automatic    | Local Syste... |
| Virtual Printer License Service           | Virtual Print... | Running | Automatic    | Local Syste... |
| Distributed Link Tracking Client          | Maintains li...  | Running | Automatic    | Local Syste... |
| Themes                                    | Provides us...   | Running | Automatic    | Local Syste... |

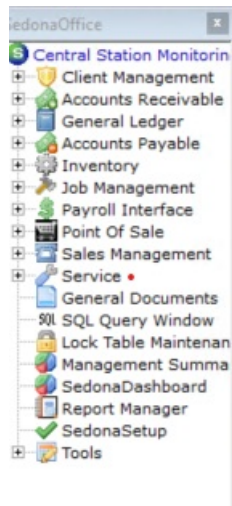
Confirm All services that are automatic have started

Login to SedonaOffice



Run "Softtest"

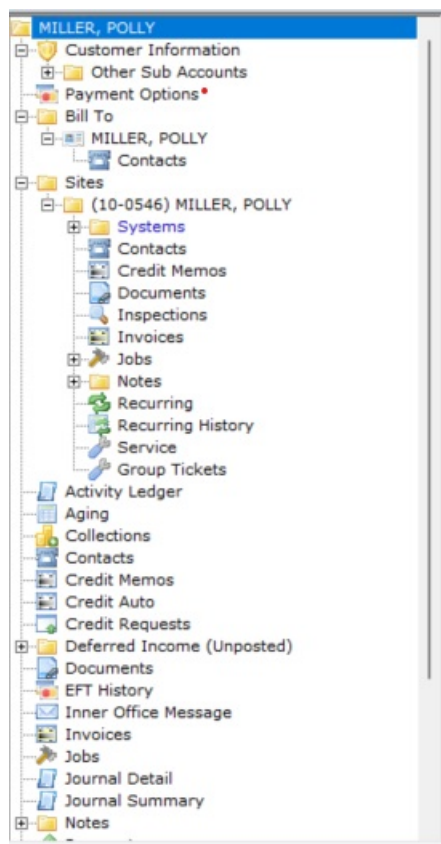
Double Click Service to open Service Tickets

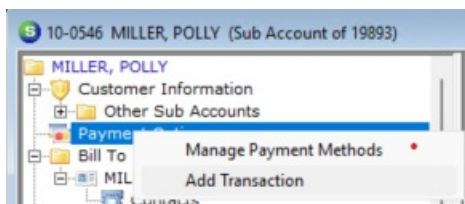


Check Forte credit card processing

Select Payment Options

Right Click and Select "Manage Payment Methods"

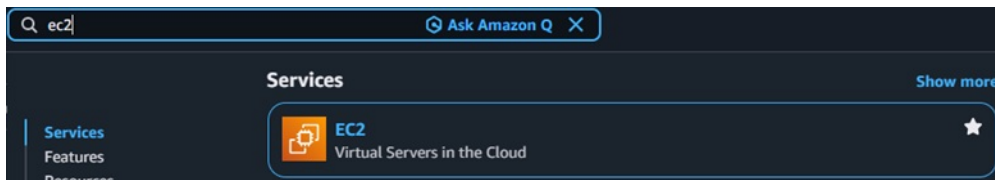




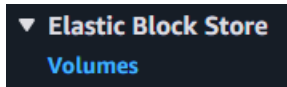
When The Custom Payments Methods pops up Click “New”

If Payment method screen doesn't appear that means the customer may not use forte for credit card processing.

In AWS go to EC2



Go to “Volumes”

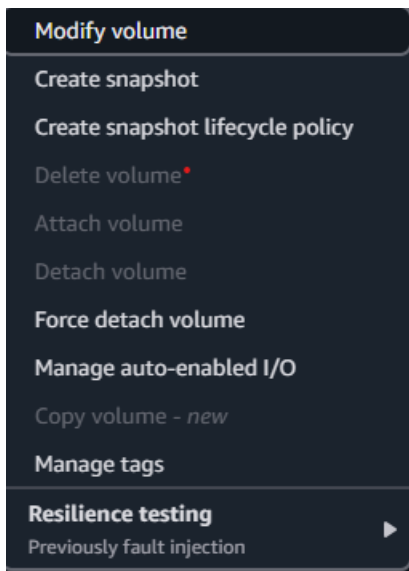


Enter the name of the volume you attached to your instance

Go to “Actions”



Select “Detach Volume”



Detaching the volume will remove the drive with the installation media on the server instance.

Send a notification to the authorized contact list that the SedonaCloud server is successfully updated and users can login.

