WEBCON

WEBCON BPS

WEBCON BPS update procedure

The following document describes a standard update procedure of WEBCON BPS from version 2016.X to version 2017.X.

This procedure may vary depending on different environments / WEBCON BPS process configurations or versions between which the update is carried out.

1. Preparing environments for the update (applies to all environments)

- **Verification of owned WEBCON BPS licenses**

- **SharePoint update – download and installation of all latest fixes and verification of correct farm update.**

- **Complete reindexation of WEBCON BPS databases.**

- **Providing disk infrastructure necessary to complete the update.**

- **Verification of ABBYY FlexiCapture module usage. Update to ABBYY FineReader and OCR AI required when updating to WEBCON BPS 2017.X.**
  Please contact WEBCON before proceeding.

- Optional but recommended. Replication of the production environment on the test environment.

- Optional but recommended. Limiting the ability of introducing changes in the WEBCON BPS system configuration and transferring all implemented changes onto the production environment.

- Optional. Preparing processes to work in Export/Import mode.

- Optional. Verification/migration of SDK plugins.

2. DEV/TEST environment update

2.1. **Creating WEBCON BPS and SharePoint database backups for the updated environment.**

2.2. **Updating WEBCON BPS through the WEBCON installer.**

2.3. Optional. Upgrade or installation of ABBYY FineReader.

2.4. **Complete reindexation of WEBCON BPS databases.**

2.5. Optional. Installation of migrated SDK plugins.

2.6. **Updating WEBCON BPS licenses.**

2.7. **Testing BPS user list synchronization.**

2.8. Optional. In case of migration from ABBYY FlexiCapture to ABBYY FineReader, it is necessary to reconfigure processes using the OCR functionality to work with OCR AI.

Preparing a procedure containing all changes implemented while reconfiguring the processes which use OCR. Procedure will be used to introduce necessary changes when updating the production environment

2.9. **Functional IT testing and UAT. Preparing a procedure containing all changes implemented while testing on DEV/TEST environments. Procedure will be used to introduce necessary changes when updating the production environment.**

2.10. **Confirmation of functional and substantive integrity of all processes.**

3. Production environment update

3.1. **Creating WEBCON BPS and SharePoint database backups for the updated environment.**

3.2. **Updating WEBCON BPS through the WEBCON installer.**

3.3. Optional. Upgrade or installation of ABBYY FineReader.

3.4. **Complete reindexation of WEBCON BPS databases.**

3.5. Optional. Installation of migrated SDK plugins.

3.6. **Updating WEBCON BPS licenses.**

3.7. **Testing BPS user list synchronization.**

3.8. Optional. In case of migration from ABBYY FlexiCapture to ABBYY FineReader, it is necessary to reconfigure processes using the OCR functionality to work with OCR AI.

3.9. **Implementing configuration changes according to the procedure prepared when updating the DEV/TEST environment.**

3.10. Optional. Testing basic functionalities.

3.11. **End user support after finishing update.**

3.12. **Locking the environment to prevent introduction of manual changes.**

3.13. Optional (required to ensure correct functioning of the Export/Import mechanism for WEBCON BPS processes). Replicating the production environment on the test environment once the update of the production environment is complete.