

Click2Gov Web Server Migration Guidelines (PO required for this service):

1. The Host Name for the new server should be the same as the old server and in the same case setting.
2. The Internal IP Address and your fully qualified externally resolvable host name for the new server should be the same as the old server. Changing the Internal IP Address may require us to obtain an updated BEA WebLogic license. Changing the server IP Addresses or the Fully Qualified Externally Resolvable Host Name will result in you having to make the appropriate DNS changes in your network and may affect your existing Digital Certificate.

Important Note: Before the new server is assigned this address, the old server will have to be brought off-line or have its address and host name changed. Click2Gov will be down from this point until the migration has been completed. This step could be performed just prior to us starting the migration.

3. You must create the c2gadmin (local profile) or whatever account you are using to log into the BEA WebLogic Console on the new server. The User ID and Password must be the same as you have it assigned on the old server. This account must also be assigned to the Administrators account. This should be performed at least 1 day in advance of migration.
4. Sun Microsystems's Java Runtime needs to be loaded on the server prior to the migration. This is required for BEA, Click2Gov, and by the SecureLink software which will be used to connect remotely to your new server for continued support. This should be performed at least 1 day in advance of migration. You should install whatever version you are using on other desktops.
5. The local server drive partitions must stay the same - We will be installing on the same drive as the old server.
This should be performed at least 1 day in advance of migration.
6. You need to copy the entire BEA folder (inclusive of the license.bea file and other files and subfolders) to the new server. We will be renaming the BEA folder and using parts of this folder to reconstruct your new server. If you have encrypted any of your configuration files, please de-encrypt them prior to the copy – you can always re-encrypt your files on the new server, once the migration has been completed. This should be performed at least 1 day in advance of migration.

Just as a reminder, there is no data stored on this server.

Please rename the bea folder on the new server to “bea Old Server” after it is copied to the new server.

7. If you are processing eChecks, you will have an “HTE” folder on the drive containing your BEA software. This folder and its content will also have to be copied to the new server and onto the same drive partition as the old server. This should be performed at least 1 day in advance of migration.

8. Please make sure you copy your browser favorites from the old server to the new server. Your favorites are probably stored under “C:\Documents and Settings\All Users\Favorites”, but might exist under the c2gadmin user.
9. Please make sure you have the CD labeled “Click2Gov BEA 9.2 Upgrade” from Distribution. If you do not have it, please contact Distribution immediately to order the CD at 800-695-6915 Options 1, 4, and 3. Make sure you have copied the CD contents to the drive where BEA WebLogic is to be re-installed on the new server. You can create a folder called ‘BEA 9.2 Upgrade CD’ and copy the CD contents into it. If this folder already exists on the old server, please copy it to the new server. This should be performed at least 1 day in advance of migration.