

## Migrating to MIL-Comply SQL Server Edition

*Step by step instructions for migrating MIL-Comply's local database to Microsoft SQL Server or SQL Server Express.*

### Pre-start Checklist:

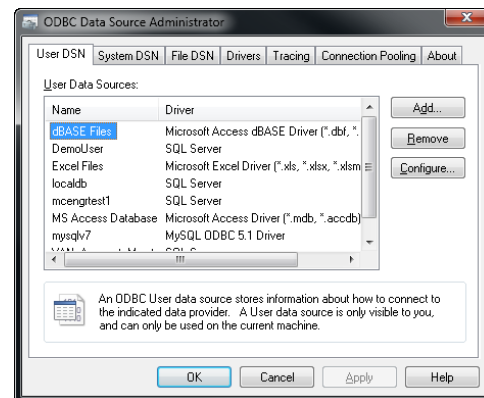
The following items must be available prior to starting the instructions on this guide:

- ✓ A blank database on your SQL Server or SQL Server Express computer.
- ✓ Database name, (*SQL Authentication*) User ID, and password.
- ✓ MIL-Comply release 1.0.0096 or greater. (Help > Release Notes, Release Number is the first underlined number displayed.)

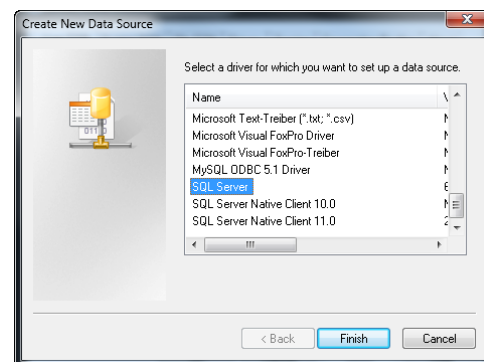
### Part I: Create a User DSN entry.

Open ODBC Data Source Administrator  
(Start / Administrative Tools / Data Sources)

Note: Creating the ODBC Data Source entry requires Local Administrator permissions. You may need the assistance of your IT department to complete these steps.



From the *User DSN* tab, click **Add** and choose **SQL Server** from the list of drivers.  
Click **Finish**.



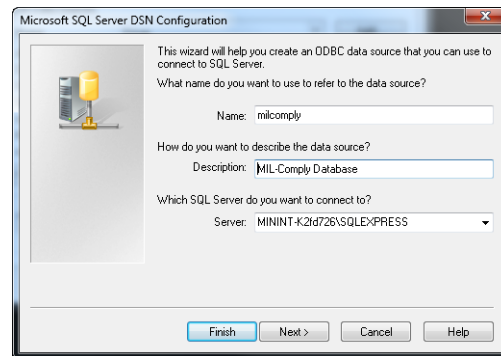
Fill in the fields on the screen:

**Name:** milcomply

**Description:** MIL-Comply Database

**Server:** *This address will be provided by your database administrator.*

Click **Next**.



Select 'With SQL Server authentication using a login ID and password entered by the user.'

Check "Connect to SQL Server to obtain..."

Enter the **Login ID** and **Password** as provided by your database administrator.

Click **Client Configuration**.

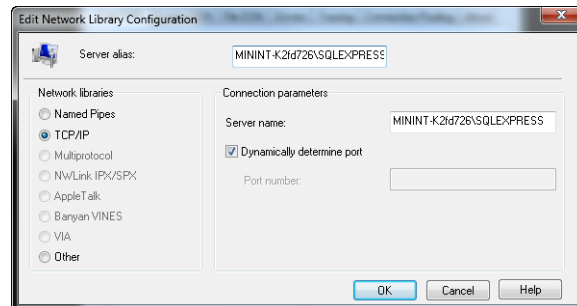


Note: The **Server alias** and **Server name** should already be filled in.

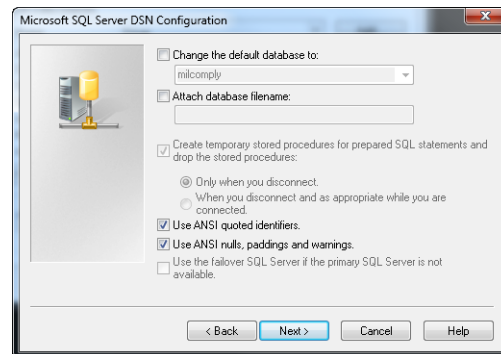
Under *Network Libraries*, select **TCP/IP**.

Be sure *Dynamically determine port* is checked.

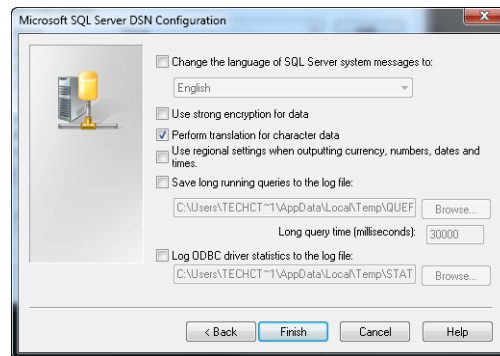
Click **OK** and then **Next**.



Click **Next**.



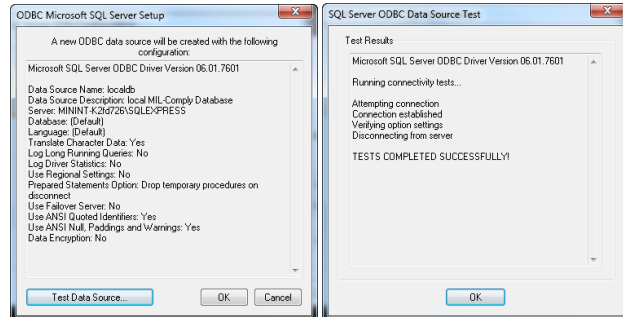
Click **Finish**.



Click **Test Data Source**.

You should receive "TESTS COMPLETED SUCCESSFULLY!"

Close the ODBC Data Source Administrator

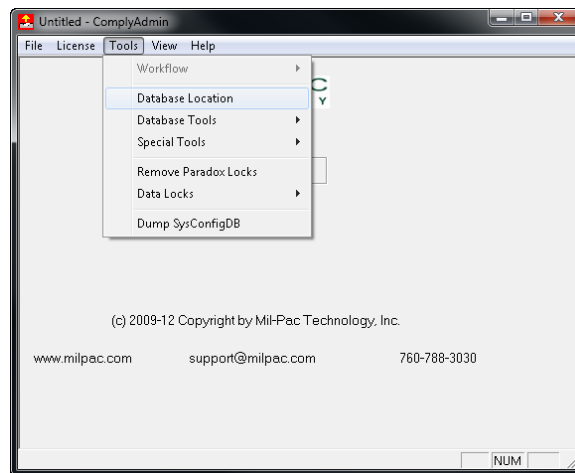


## Part II: Configure MIL-Comply to SQL Server Edition

Open **MIL-Comply Admin Tool**

(Start / Programs / Mil-Pac / Admin / Admin Tool)

Click **Tools -> Database Location**.



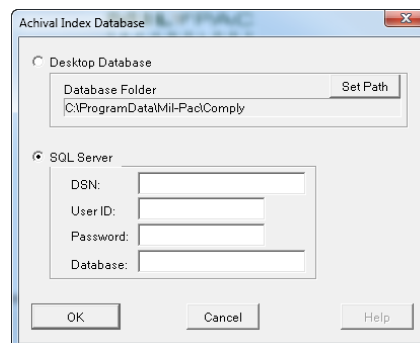
Select **SQL Server**.

Fill in the fields:

- **DSN** – This will be the data source name created in Part I. (milcomply)
- **User ID** – Provided by your database administrator.
- **Password** – Provided by your database administrator.
- **Database** – Provided by your database administrator.

Click **OK**.

Click **Yes** when prompted to create the database.



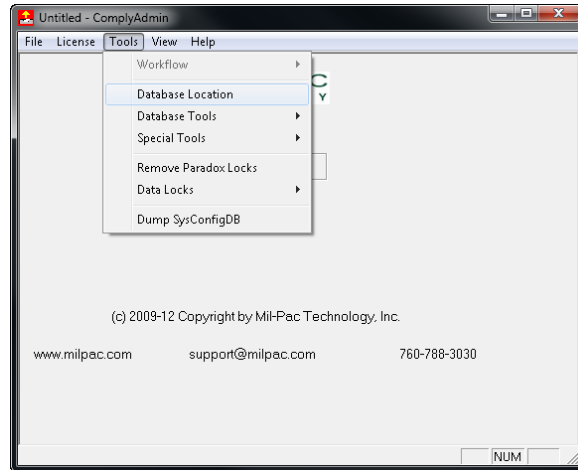
### Part III: Migrate MIL-Comply data from Local database to SQL Server

Part III is only required for initial population of the database. This section can be skipped if you are configuring additional MIL-Comply users.

#### Open **MIL-Comply Admin Tool**

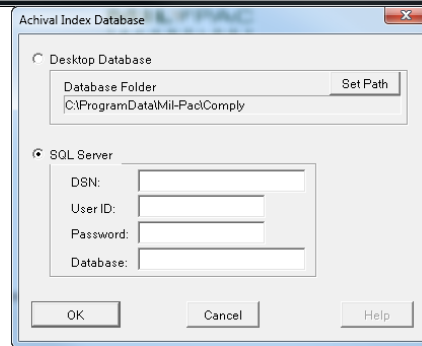
(Start / Programs / Mil-Pac / Admin / Admin Tool)

Click **Tools** -> **Database Location**.



Select **Desktop Database**.

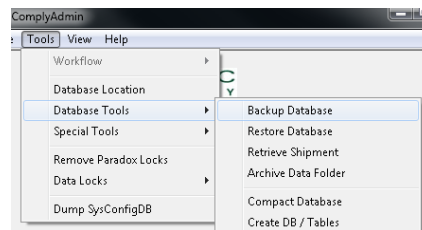
Click **OK**.



Click **Tools** -> **Database Tools** -> **Backup Database**.

Click **Login** to the software.

Click **Yes** to backup the existing database.

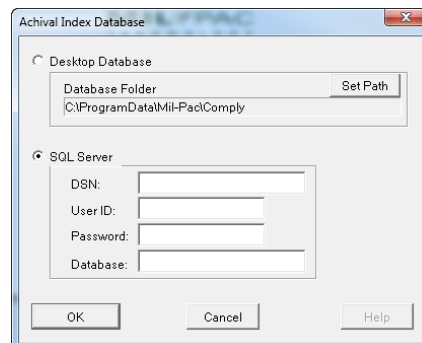


Note: This process will back up the existing data stored in the Desktop Database.

Once backup process has completed, click

**Tools / Database Location**.

Select **SQL Server**.

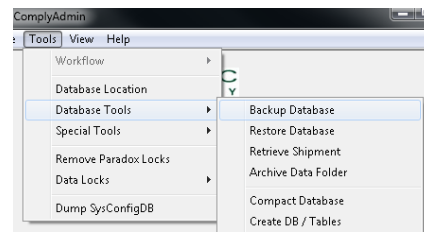


Note: Previous field entries should be present. If not, follow the steps in Part II.

Click **Tools -> Database Tools -> Restore Database.**

When prompted, click **Yes** to restore the database.

Note: This process will restore the data from the Desktop Database to the new SQL Server database.



Upon completion of the restore process, the new SQL Server database will be ready to use.

### ***Additional Notes:***

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- If necessary, contact [Mil-Pac Product Support](#) for assistance in upgrading your software.
- Your company's database administrator must initially create the MIL-Comply database on the SQL Server at your facility.
- Creating the ODBC Data Source entry requires Local Administrator permissions. You may need the assistance of your IT department to complete these steps.

If you get stuck, please email [support@milpac.com](mailto:support@milpac.com). If possible, please include screen shots that indicate where you are getting stuck.