

# Creating and Hosting Prefixed Test Systems

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This guide explains how to prepare an alternate version of a customer's aACE system. It is intended for system administrators.

A prefixed test system is typically for user testing, although alternate systems might also be used for development, training, or demonstration purposes.

This process involves creating server schedules, which will require the management credentials for the customer's system. If you do not have these credentials on hand, contact aACE Software to obtain them before you start this process.

## Create the Prefixed System

1. Take a backup of the customer's live system.
2. Prefix the files of the backup system:

Note: Make sure you can access the FileMaker (FM) Tools menu: FM > Preferences > General > Use advanced tools.

  - A. Open FileMaker.
  - B. In the FM menu bar, click **Tools > Developer Utilities**.
  - C. Add a prefix to each file in the backup system:
    1. From the Developer Utilities popup, click **Add**, then navigate into the backup system folder, select all files, and click **Add** again.
    2. Rename *each* file with a prefix to identify the system (e.g. "TEST\_", "DEMO\_", etc).

Note: This will modify all the external data source names and file paths, redirecting all the links within the database.
  - D. For the Project Folder, click **Specify**, then create a new folder *within* the backup system folder titled "Prefixed" and click **Choose**.
  - E. Clear the flag to 'Overwrite matching files within the Project Folder'.
  - F. Click **Create**.
3. Log in to the prefixed system and disable integrations:
  - A. Right-click the [prefix]\_aACEv5v0.fmp12 file, then select **Open With > FileMaker Pro Advanced** and login.
  - B. At the dialog noting the differing IP addresses, click **Yes**.

Note: This message displays to highlight that you are not signing into a live system.
  - C. Click **OK** to enter Programmer Mode.

D. At the dialog for each integration that was active in the live system, disable the integrations by typing "Disable..." and click **OK**.

Note: Stretch the dialog window to view the full text for disabling.

4. Disable other schedules that are associated with integrations. (Note: These are in addition to the integrations disabled via the login prompts.)

A. In the prefixed system, navigate from **Main Menu > System Admin > System Preferences > Automation Schedules**.

B. Make sure these schedules are *disabled*:

- eCommerce Integration
- Update Shipments from Integrated Shipping
- Retrieve Incoming Emails
- Send Outgoing Emails

C. Click **Commit Updates**.

5. Disable team members who should *not* have access to the test system:

A. Navigate from **Main Menu > System Admin > User Groups**.

B. From the Team Member's tab for *each* user group, clear the User flag for all users *not* designated to use the system (e.g. to help with testing).

Exception: Leave the "ace.admin" user active.

Log out of the prefixed system.

## Package the System

In the Prefixed folder, compress all the aACE system files:

- Mac – Select the files, right-click the list, and select **Compress # Items**.
- PC – Select the files, right-click the list, and select **Send To > Compressed (zipped) folder**.

Rename the compressed file, using this format:

"yyyy\_mm\_dd\_[companyName]\_TestSystem.zip".

## Host the Test System Files

1. On the desired server's desktop, extract the compressed test system.

2. Host each of the aACE system files:

A. From the Menu Bar, click **File > Sharing > Upload to Host**.

B. Click the **Change** button.

C. In the Change Folder dialog, expand the Databases option, then click **New Folder**.

- D. Name the new folder "TEST\_aACE<version number>", then click **OK**.
- E. Click the **Browse...** button.
- F. Navigate to the Downloads folder, locate the uncompressed system files, select them all, and click **Open**.

Note: To keep the customer server clean, after the new files are hosted, return to the Downloads folder and delete both the compressed and uncompressed folders.

## Create the System Schedules

Create a new set of server schedules to match the live system's schedules. [Create these schedules](http://aace6.knowledgeowl.com/help/installing-configuring-aace-fms-19#ConfigureScriptSchedules) (<http://aace6.knowledgeowl.com/help/installing-configuring-aace-fms-19#ConfigureScriptSchedules>) as you would normally, but prefix each schedule title with the system prefix and make sure each schedule points to the <prefix>\_aACE<version number>\_Scripts file.

## Verify Your Work

From the FMS Admin Console, navigate to Databases, then scroll down and verify that the prefixed files are all in place.

Open FileMaker, locate the new system, and login to test that the system is running.

## Coordinate Access with the Customers

Tell the users who will be using the prefixed system how to access it (i.e. using the Show Hosts action or using [a launcher that you configure](http://aace6.knowledgeowl.com/help/configuring-the-aace-launcher) (<http://aace6.knowledgeowl.com/help/configuring-the-aace-launcher>) to reference it).

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