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Technical Bulletin

Upgrading to Prepress Portal 5.0.3 With Creative Workflow and Asset Library 3.0.3

When upgrading Kodak® InSite™ 4.5 to Kodak InSite Prepress Portal 5.0.3 on a system integrated with Kodak InSite Creative Workflow and Kodak InSite Asset Library 3.0.3 software, there are a few steps that you must perform on the Creative Workflow/Asset Library server to complete the migration of your user accounts and roles. This document describes the steps that you must complete.

Overview

You must perform the following procedures to complete the user account and role migration when upgrading from InSite 4.5 to Prepress Portal 5.0.3:

Procedure	**Detailed Instructions**
Upgrade Creative Workflow and Asset Library to 3.0.3 (*before* upgrading InSite 4.5 to Prepress Portal 5.0.3)	*1. Upgrading to Creative Workflow and Asset Library 3.0.3* on page 2
Create a backup list of the project and library roles assigned to each of your users	*2. Recording the Project and Library Roles Assigned to Your Users* on page 2
Upgrade the InSite server from InSite 4.5 to Prepress Portal 5.0.3 (minimum Prepress Portal version is 5.0.3.2742)	*3. Upgrading from InSite 4.5 to Prepress Portal 5.0.3* on page 2
Rerun the Creative Workflow and Asset Library 3.0.3 installer to update the Creative Workflow/Asset Library database	*4. Rerunning the Installer to Update the Creative Workflow* and Asset Library Database on page 2
Apply the new Web browser look by setting the option **InSite Creative 3.0 Web Page Appearance** in InSite Creative Administration	*5. Applying the New Look* on page 3
Assign project and library roles to the new Administrator user through InSite Creative Administration	*6. Assigning Project and Library Roles to Your Site Administrator* on page 3
Run a script on the Creative Workflow/Asset Library server to migrate the Edit Customer Info job user right to the project and library roles assigned to your staff and customer users	*7. Updating Project and Library Roles* on page 3

1. Upgrading to Creative Workflow and Asset Library 3.0.3

You must upgrade the Creative Workflow/Asset Library server to 3.0.3 *before* you upgrade InSite 4.5 to Prepress Portal 5.0.3.

Creative Workflow and Asset Library 3.0.3.2049 is the earliest version that contains the role migration scripts that you will run in steps 2 and 7 below.

2. Recording the Project and Library Roles Assigned to Your Users

Before you upgrade to Prepress Portal 5.0.3, you should generate a backup list of the project and library roles that are assigned to each of your users.

1. On the Creative Workflow/Asset Library server, open a command prompt window. (To do so, from the **Start** menu, select **Run**. Type `cmd` and click **OK**.)
2. Type `D:\Creo\AraxiHome\Twam\support\bin\ShowMcuInfo.exe > UserRights.txt`

   The system creates a file called **UserRights.txt**, which lists the project and library user rights assigned to each user in your system.
3. Save the file.

3. Upgrading from InSite 4.5 to Prepress Portal 5.0.3

Follow the InSite Prepress Portal upgrade instructions to upgrade the InSite 4.5 server to Prepress Portal 5.0.3.2742 or later.

4. Rerunning the Installer to Update the Creative Workflow and Asset Library Database

The database on the Creative Workflow/Asset Library server stores procedures for interacting with InSite. You must rerun the Creative Workflow and Asset Library 3.0.3 installer after upgrading from InSite 4.5 to Prepress Portal 5,0.3, to update the procedures to versions compatible with Prepress Portal 5.0.3.

5. Applying the New Look

Creative Workflow and Asset Library provide a new 'look' that controls the appearance of the toolbar and Operations palette on the project and library pages of your Web site. You must turn on this new look to be consistent with the new look that is also provided by Prepress Portal 5.0.3 for your site's job pages.

1. On the Creative Workflow/Asset Library server, click the TwEm Administrator shortcut to start InSite Creative Administration.
2. Click **Configuration Settings > System and Networking**.
3. Select the check box next to **InSite Creative 3.0 Web Page Appearance**.
4. Click **Update**.

6. Assigning Project and Library Roles to Your Site Administrator

When you upgrade to Prepress Portal 5.0.3, a site administrator account called 'Administrator' is automatically created. This user account is automatically assigned Prepress Portal system, admin, and job roles to give the site administrator full access to the system and to allow them to create other staff and customer users. However, the site administrator is not automatically assigned project and library roles. You must manually assign these roles to the site administrator.

1. In InSite Creative Administration, click **Staff Users**, and click the name of the site administrator.
2. Assign Administrator system, project, and library roles to the user.
3. In the **User First Name** box, type `CW`. In the **User Last Name** box, ensure that `Site Administrator` is entered.
4. Click **Update**.

7. Updating Project and Library Roles

When you upgrade to Prepress Portal 5.0.3, any user accounts are automatically assigned Prepress Portal system, admin, and job roles that correspond to the user rights that they were assigned in InSite 4.5. If a user was assigned the Edit Customer Info job right in InSite 4.5, they will automatically be assigned an admin role in Prepress Portal 5.0.3 that includes the rights to create users and assign admin and job roles to those users.

However, when running TeamWorks and EyeMedia 2.1 integrated with InSite 4.5, the Edit Customer Info job right also controlled a user's ability to assign project and library roles to other users at the customer level. When your system is upgraded to Creative Workflow and Asset Library 3.0.3 with Prepress Portal 5.0.3, users that were previously assigned the Edit Customer Info job right are not automatically assigned a corresponding

Creative Workflow/Asset Library customer role to enable them to assign project and library roles to other users in the new system. You must run a script to upgrade the Manage Access customer roles for these users.

- On the Creative Workflow/Asset Library server, browse to **D:\Creo\AraxiHome\Twam\support\bin** and double-click the script **Post45To50UpgradeForRBRSystemRolesWithMA.vbs**.

  The script runs and the following message appears:

  ```
  Migrating InSite RBR Customer System Roles with MA to TWEM
  ```

  When the script is finished, the following message appears:

  ```
  Done Migrating Insite RBR Customer System Roles with MA to TWEM
  ```

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