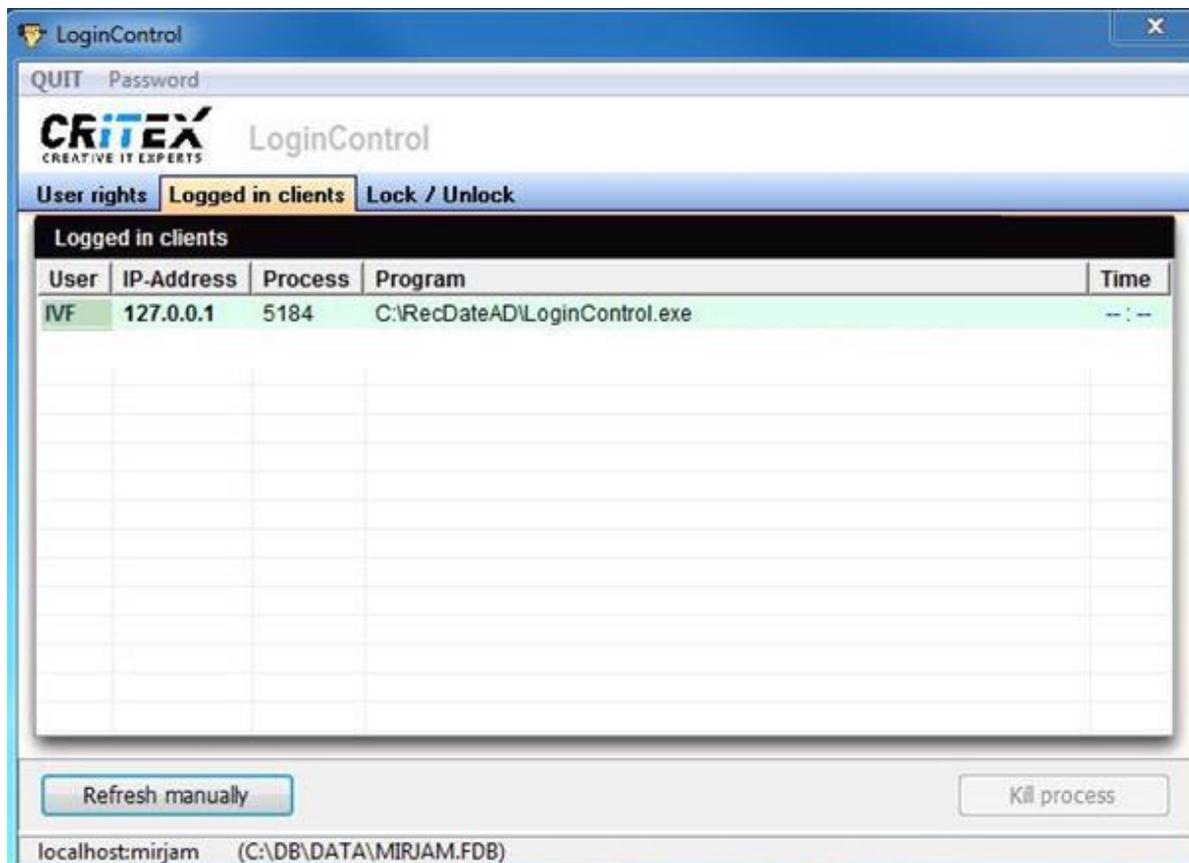


MedITEX instructions for clinical IT administrators:

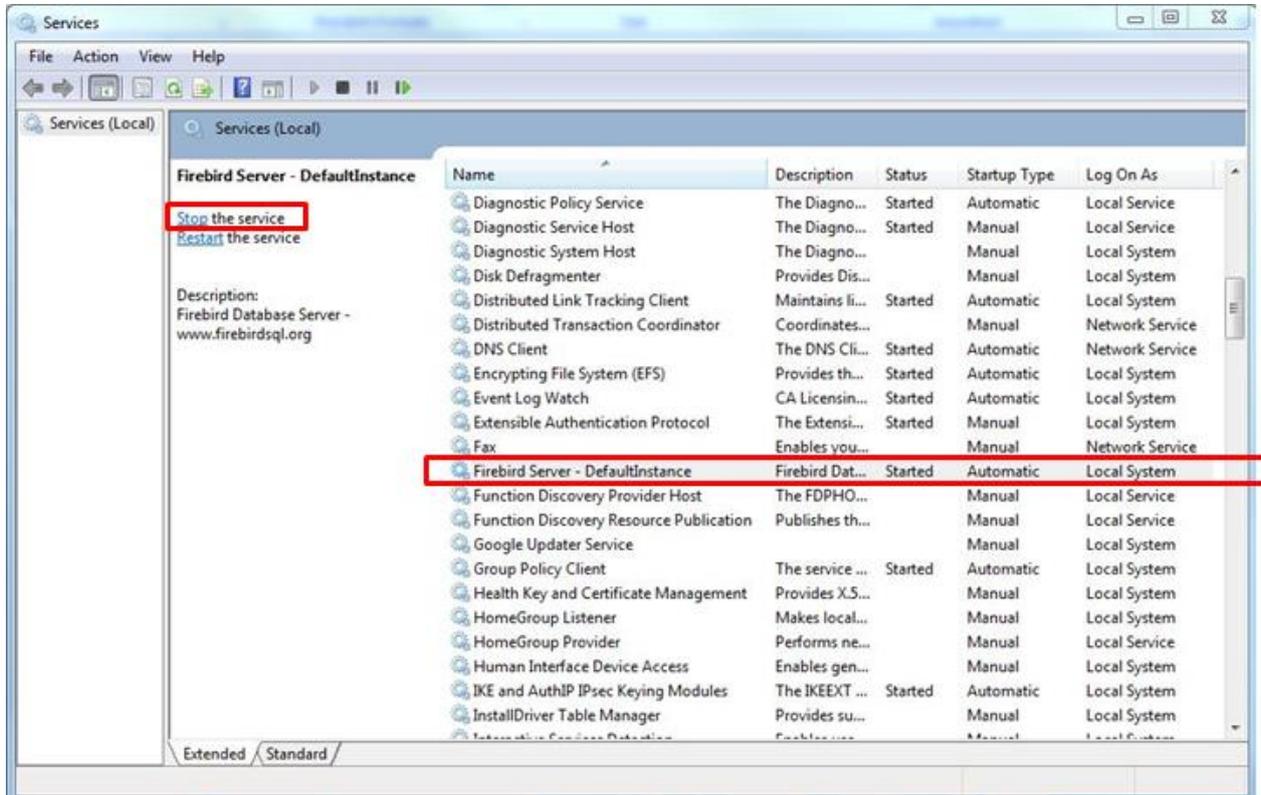
Moving MedITEX from one server to another

1. Install a standard MedITEX IVF installation on the new server, as described in:
[“Server Installation Manual 2.5.pdf”](#)
2. Advise all users to log out from all MedITEX tools. To check if everybody’s logged off, use the tool **“LoginControl.exe”**, in MedITEX folder. Start the program and switch to **“Logged in clients”** tab. If there are connections listed (except the LoginControl itself), make sure that they are all closed before you continue.



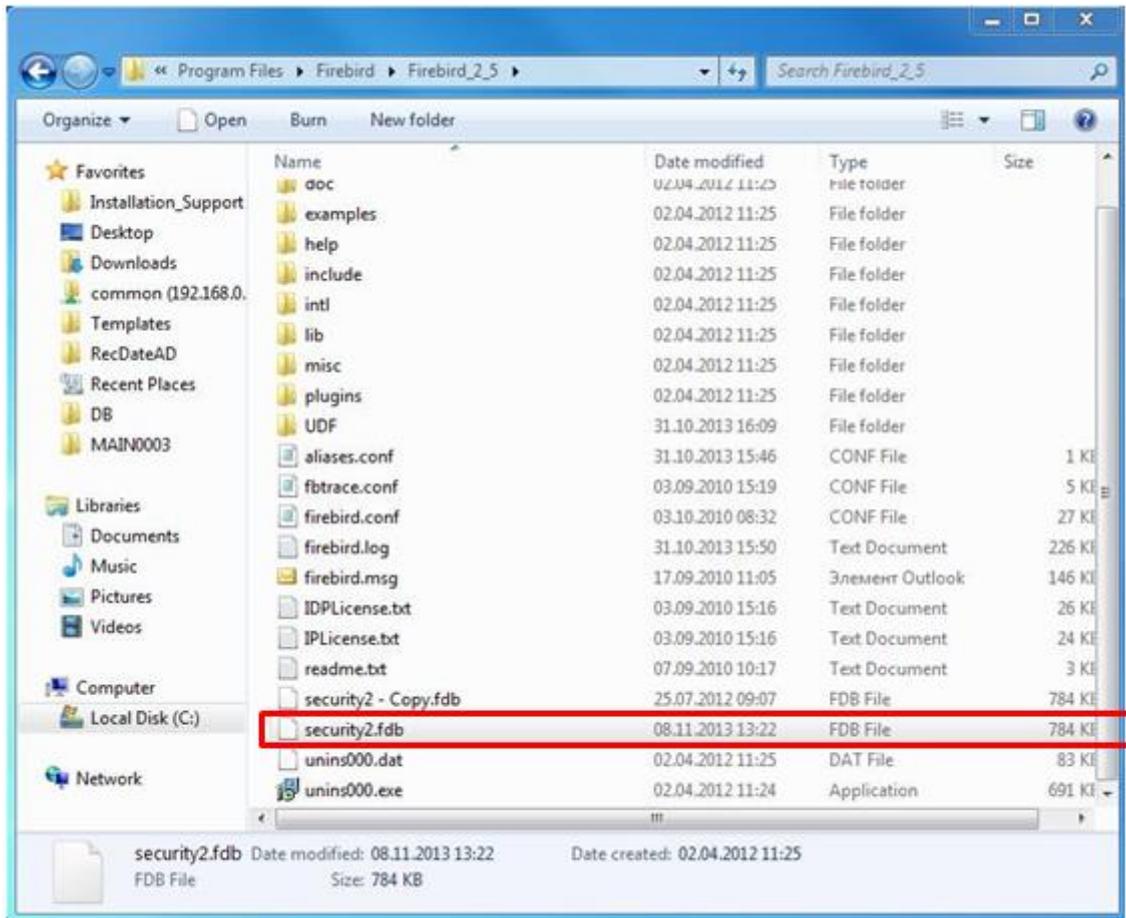
Note: to stop DICOM service, go to **“Control Panel ->All Control Panel Items -> Administrative Tools”** and choose **“Services”**. Choose **“MedITEXDicom”** and click on **“Stop the service”**.

- Go to **“Control Panel ->All Control Panel Items -> Administrative Tools”** and choose **“Services”**. Choose **“Firebird Server-DefaultInstance”** and click on **“Stop the service”**.
-> It is important that this service is stopped on both servers (old and new).



- Revoke sharing for **“MedITEX IVF”** folder: click with the right mouse button on MedITEX shared folder, choose **“Properties -> Sharing”**, and revoke sharing with other users.

- Go to "**Program files -> Firebird -> Firebird 2.5**" and copy the "**security2.fdb**" file. Paste and replace it to the new server (make sure that Firebird is installed in the same path on the new server, as it was on the old one).



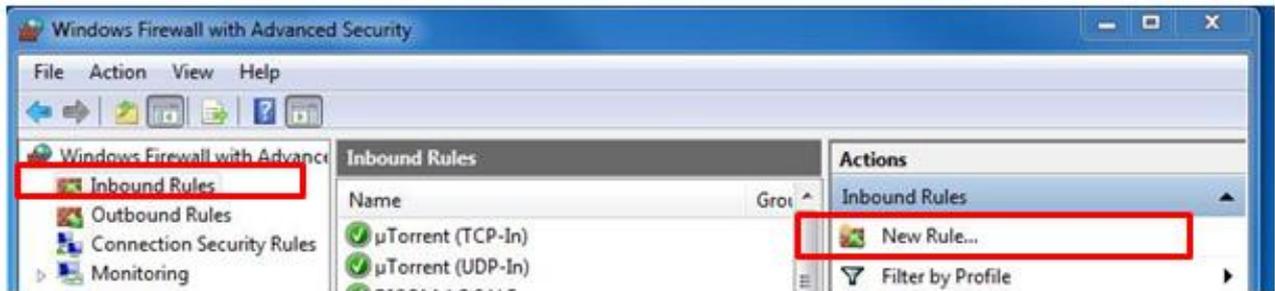
- Restart "**Firebird Server - DefaultInstance**" (previously stopped in step 3).
- Go to the "**MedITEX IVF**" folder and copy all files (not folders) except the "Recdate.ini" and "Datensicherung.cfg" and paste them to the new server.
-> The folder structure must be the same.
- Go to the "**DB**" folder, copy the "**ART.FDB**" file and paste and replace it to the new server.
-> The folder structure must be the same.
- Go to the "**MedITEX IVF**" folder and copy and replace the "**File_Storage**" folder (in German: "**Ablage**") and the "**TPS**" folder to the new server. The folder structure must be the same.
Please note: File storage contains all the documents and files stored in MedITEX. Copying it over the network may take some time to complete.

10. Now go to the “*Critex*” folder and copy and replace the “*BackUp*” folder to the new server. The folder structure must be the same.

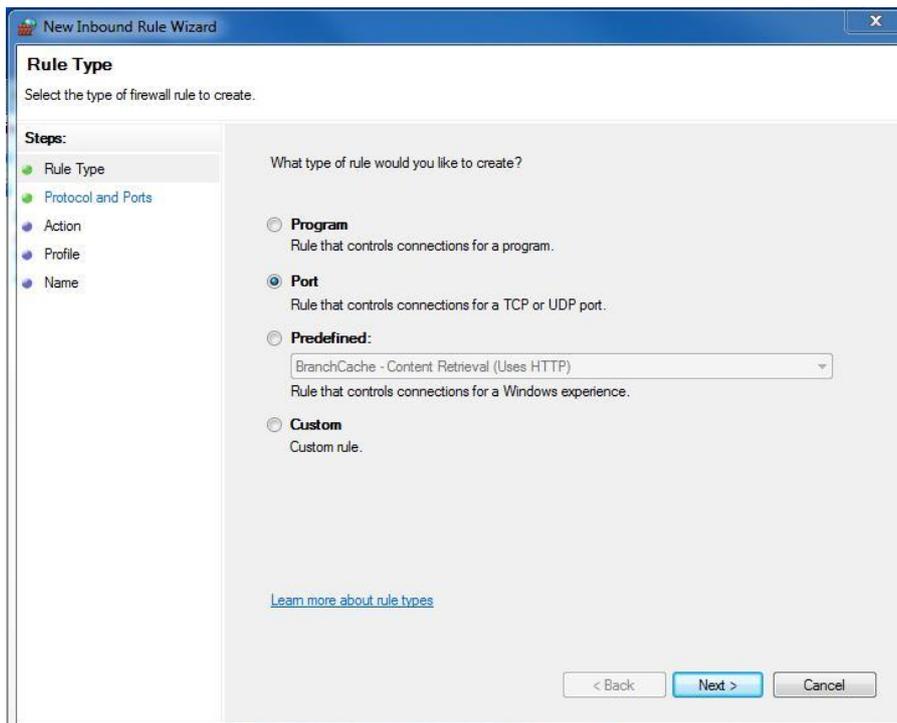
Please note: Copying it over the network may take some time to complete.

11. The paths from the database must be changed. Therefore please contact our support.

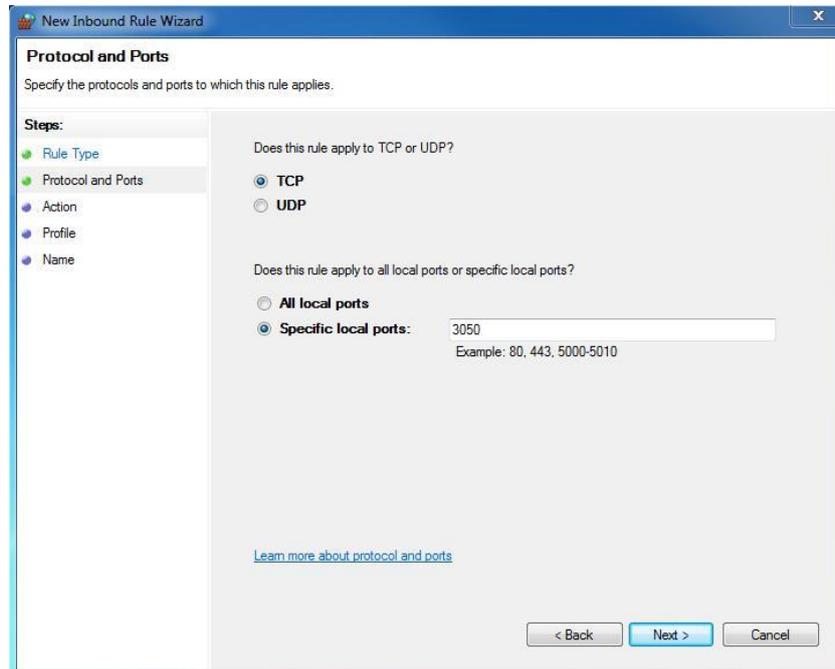
12. Open “*Control Panel -> Windows Firewall -> Advanced settings*”. Click on “*Inbound Rules*” and then on “*New Rule...*”



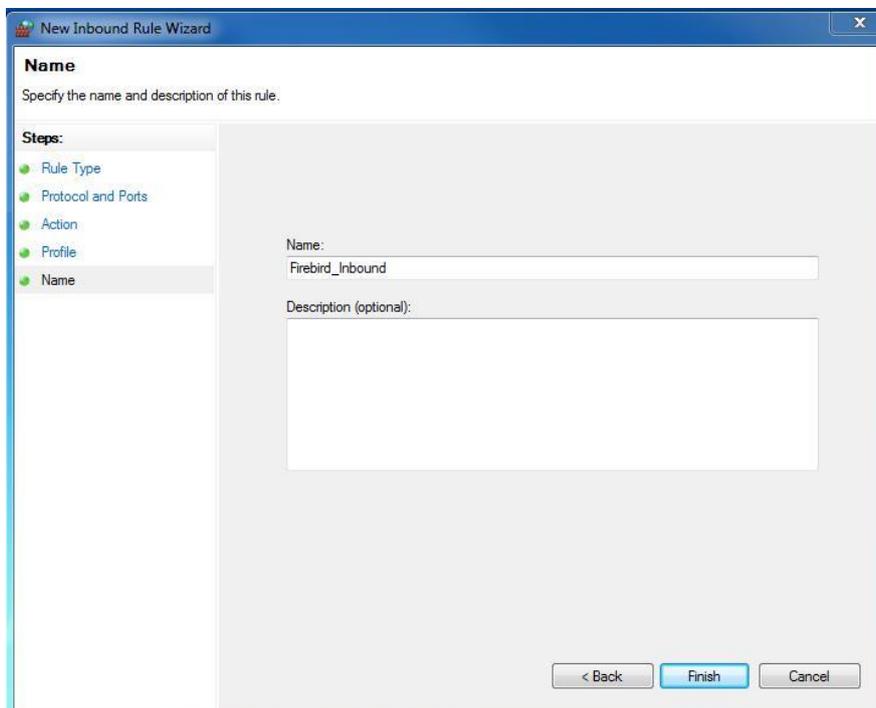
a. Select “*Port*” and click “*Next*”:



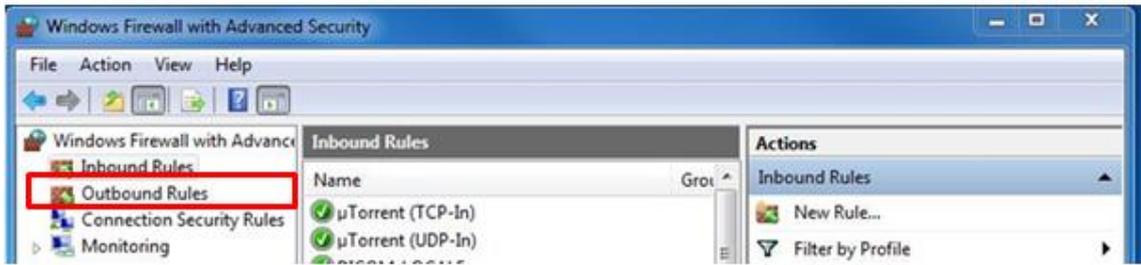
b. Choose **"TCP"** and **"Specific local ports"** and set the port to **3050**:



c. Click **"Next"** until the name is asked for. Specify the name and optional a description and click **"Finish"**.



- d. Repeat step 12 with **“Outbound Rules”**.



13. The last step is to configure a scheduled task for MedITEX Backup. Please follow the configuration steps, as described in: [“Scheduled Task MedITEX Backup.pdf”](#)