DIGITA PROFESSIONAL SUITE

SQL 2014 / 2016 / 2017 / 2019 / 2022 INSTALLATION AND UPGRADE GUIDE DOCUMENTATION

SQL Server should be installed by a competent IT person.

Please pass this documentation to your IT department or the person installing the suite.

CONTENTS

CONTENTS 2
PRE-REQUISITES & RECOMMENDATIONS 3
SQL SERVER SERVICE PACKS 3
SQL SERVER COMPATIBILITY 4
SQL SERVER INSTALLATIONS AND UPGRADES 4
NEW INSTALLATION PROCESS 6
UPGRADE PROCESS 18
ADDITIONAL CHANGES 26
DATABASE BACKUP TOOL UPGRADE 27
ALL SQL SERVER VERSION UPGRADES 28

SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

PRE-REQUISITES & RECOMMENDATIONS

The machine on which the installation is to be run must have all available **Windows Updates** and **Service Packs** applied prior to commencing.

The machine must have all **Regional and Language** settings set to **English (United Kingdom)**.

Should you wish to install a Named Instance of SQL, or amend any of the installation settings, please contact your IT support for guidance. Please note however Digita software only officially supports a 'Default' instance.

Please ensure you backup your databases using the **Digita Database Backup** tool prior to carrying this out.

The Default instance is identified by opening (Start > Run) **Services.msc**, and scroll down to '**SQL Server (MSSQLSERVER)**.' MSSQLSERVER indicates a Default instance, anything else is a Named instance.

SQL SERVER SERVICE PACKS

Upgrading from SQL Server may require the latest Service Pack to be applied first. We have added the service pack links below.

The information contained in the 'SQLVersion.bat' run earlier will tell you which version you are currently on.

SQL Server 2012 needs at least Service Pack 2 to be applied before it can be upgraded to SQL Server 2014/2016/2017.
Download Service Pack 4: https://www.microsoft.com/en-us/download/details.aspx?id=56040

SQL Server 2014 does not require a Service Pack to be installed before upgrading to SQL Server 2016/2017/2019/2022.

SQL Server 2016 does not require a Service Pack to be installed before upgrading to SQL Server 2017/2019/2022.

SQL Server 2017 does not require a Service Pack to be installed before upgrading to SQL Server 2019/2022.

SQL Server 2019 does not require a Service Pack to be installed before upgrading to SQL Server 2022.

The Digita Suite is supplied with SQL Server 2017 Express.

SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

SQL SERVER COMPATIBILITY

Before proceeding, check compatibility with your Windows operating system.

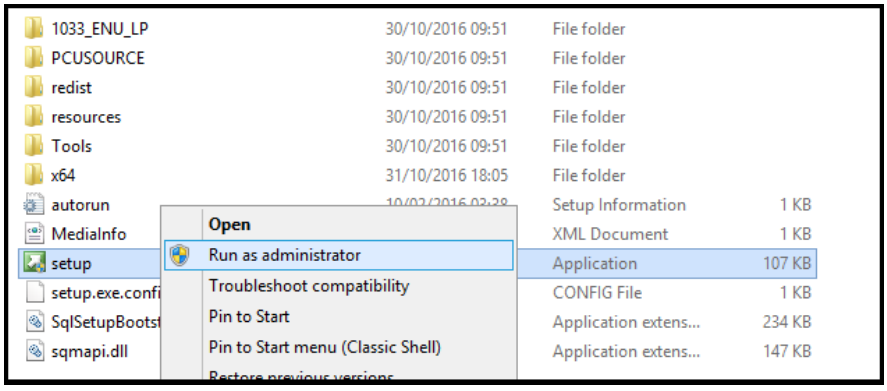
	SQL Server Versions				
	2014 (v12)	2016 (v13)	2017 (v14)	2019 (v15)	2022 (v16)
Microsoft Windows Server 2012 - Out of support from October 2023	✓	✓	✓	×	×
Microsoft Windows Server 2016	✓	✓	✓	✓	✓
Microsoft Windows Server 2019	✓	✓	✓	✓	✓
Microsoft Windows Server 2022	×	×	✓	✓	✓
Windows 10	✓	✓	✓	✓	✓
Windows 11	×	×	✓	✓	✓

*Out of Support from July 2022

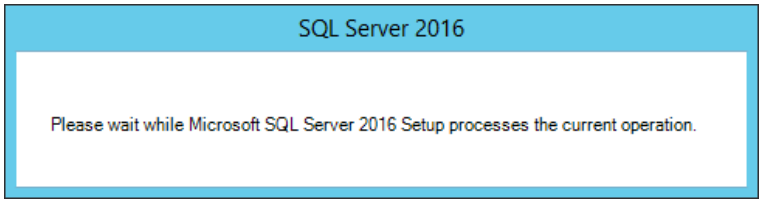
SQL SERVER INSTALLATIONS AND UPGRADES

To start the installer navigate to the DVD or download, right click on the 'setup.exe' and select 'Run as administrator' to start the installation or upgrade process.

NOTE: If SQL Server Standard has been supplied by Thomson Reuters/Digita, the **setup.exe** can be found in the downloaded media here: **\Updates\SQLStandard**

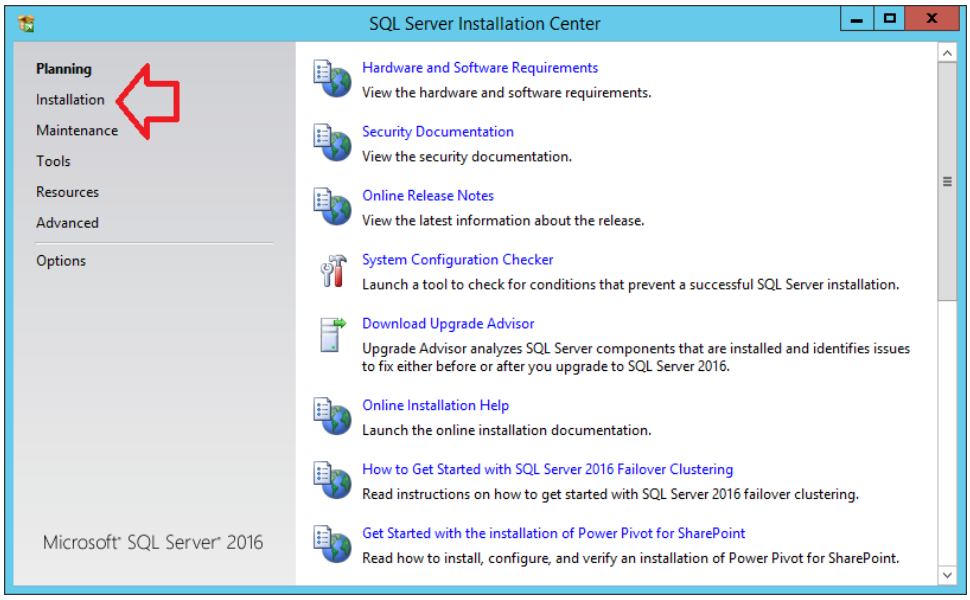


The following dialog will appear showing the initial menu loading.

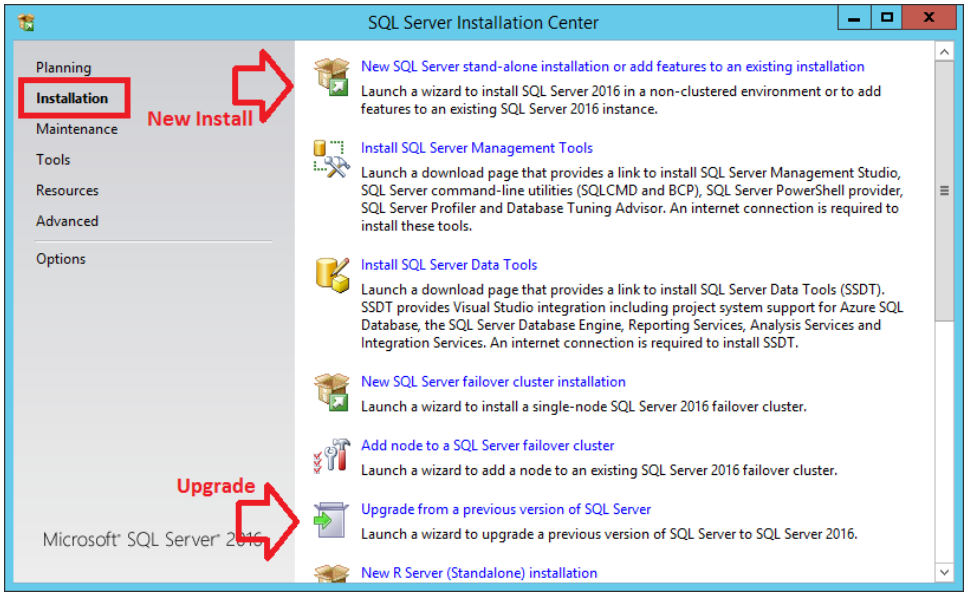


SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

Leading to the following installer menu dialog. Click on the 'Installation' page.



Once on the installation page, you have options for both new installations and upgrades.



Choose a new installation if there is not currently a 'Default' instance on the server, or you wish to add new features to an existing instance.

Choose the upgrade path if you are upgrading from an earlier version of SQL Server, no matter whether it is the Express Edition or Standard Edition.

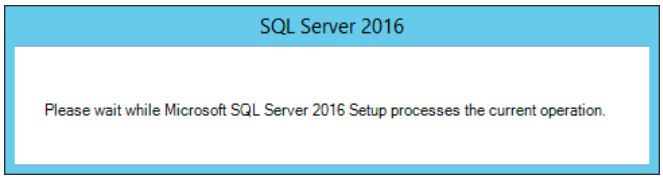
PLEASE NOTE, the dialogs are mostly the same if you are upgrading to Express or Standard Editions.

For a New Installation, continue below. For the Upgrade option dialogs, please continue UPGRADE PROCESS
on page 18.

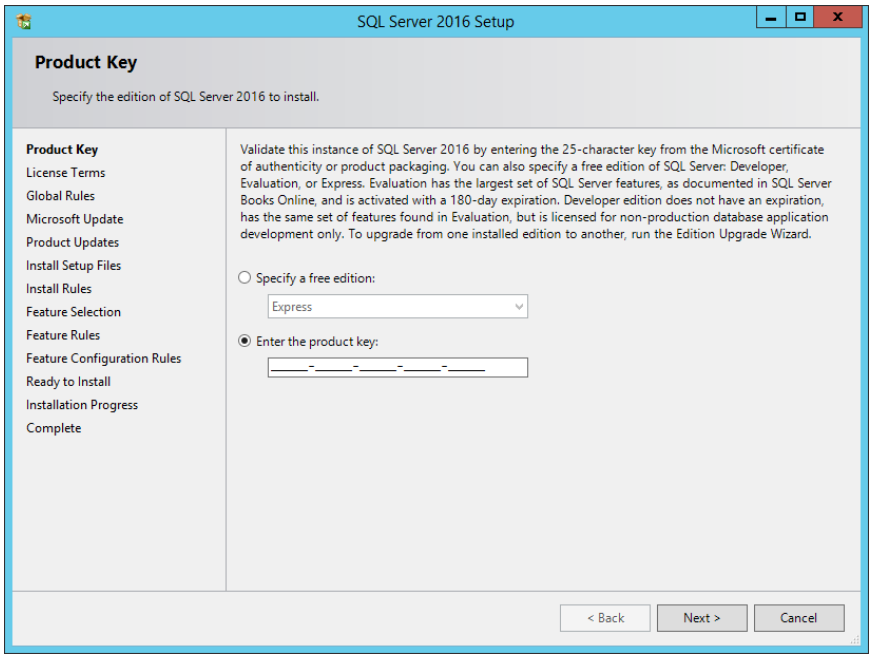
SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

NEW INSTALLATION PROCESS

Once the 'New SQL Server …' option has been selected, the main installer will load.

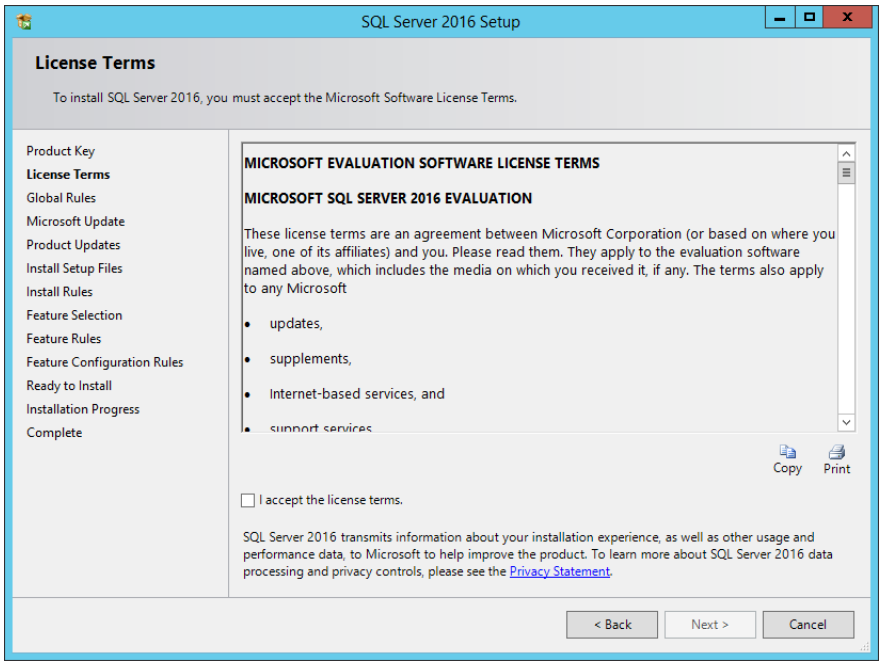


Enter your license key if you are upgrading to the Standard Edition. The license key is prefilled on some distributions.

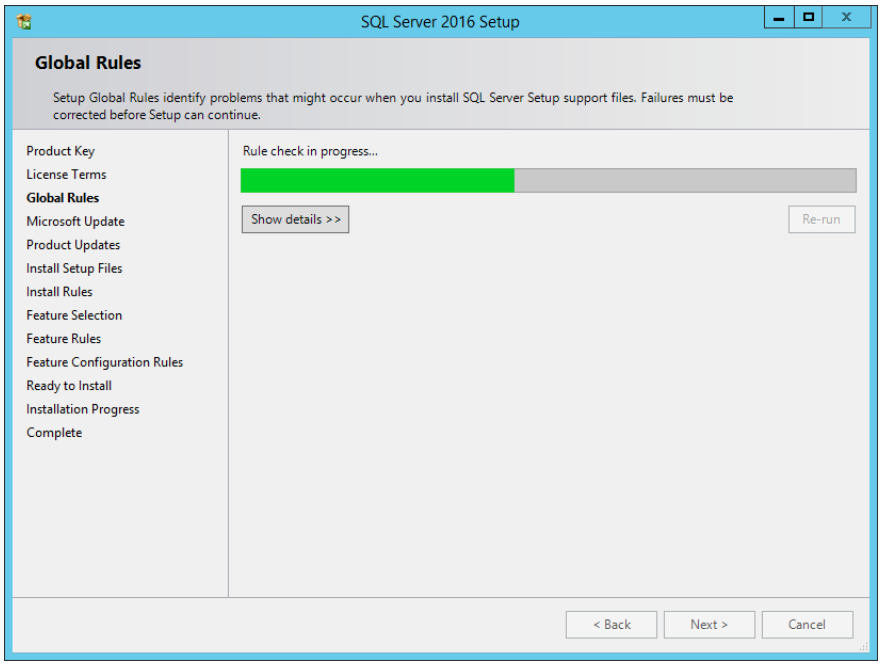


SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

Accept the License terms, then click Next.

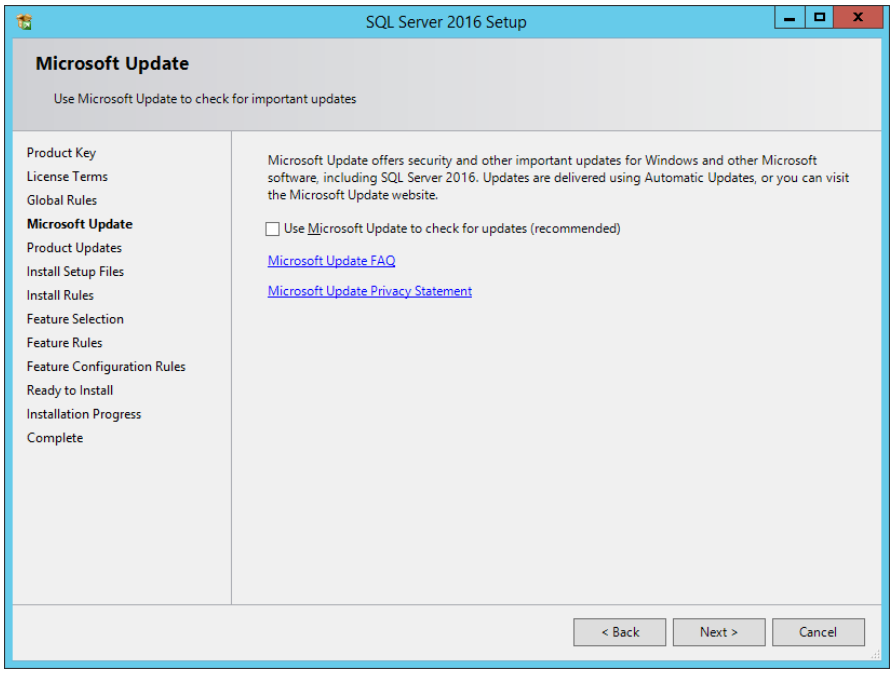


The Installation requirements are then checked.

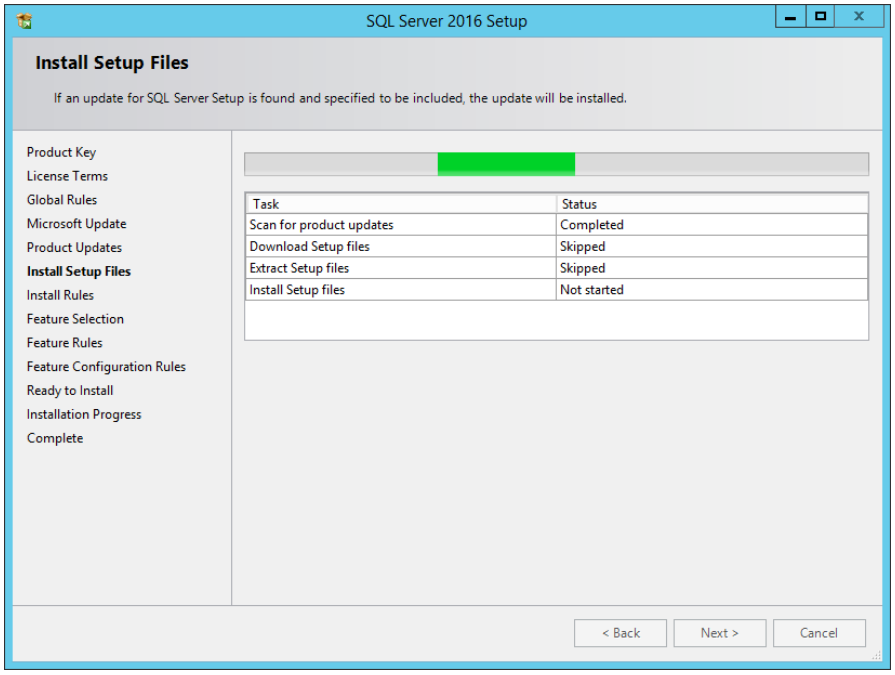


SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

Click on the check box to “Use Microsoft Update to check for updates”. Click Next.

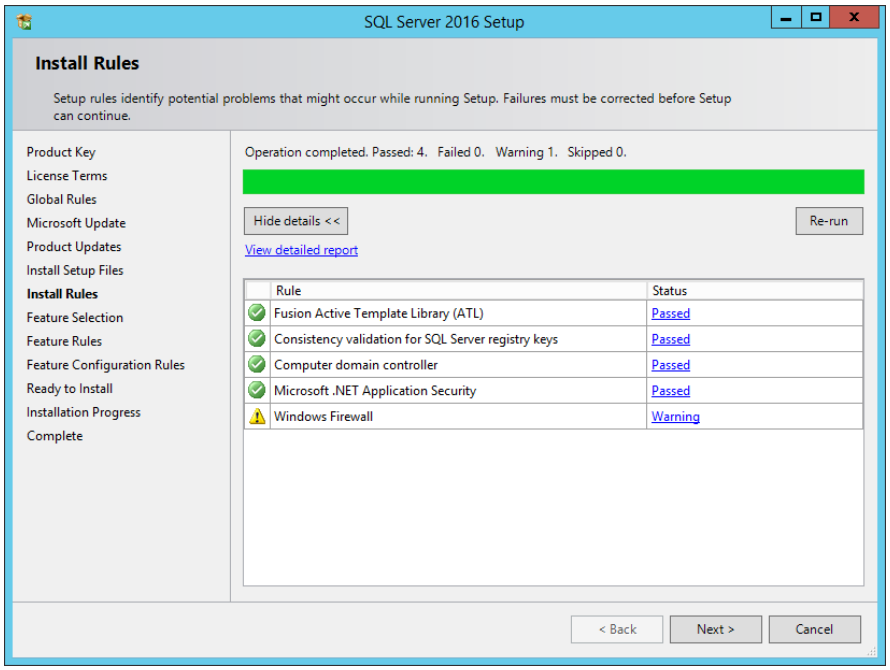


The installer will now prepare for installation.



SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

The requirements have now been checked, and any warnings or errors will be displayed here. Click on the status text to read about any of the rules. Click Next to continue.



SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

Once the components list is displayed, for a basic installation for Digita software, there are three features to install that need to be checked.

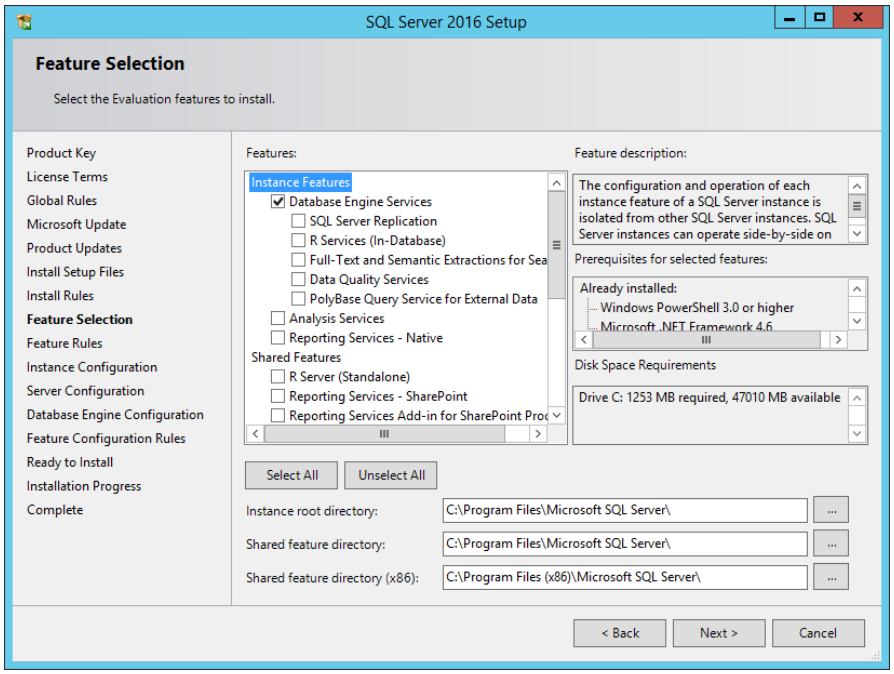
- ✓ Database Engine Services
- ✓ Client Tools Connectivity
- ✓ Client Tools Backwards Compatibility

Any additional features are optional. Click Next to continue.

This dialog also allows you to customize the installation paths. NOTE the 'Instance Root directory' option is where the bulk of the disk space will be required. If you have limited disk space available on the selected partition, here is the place to change it.

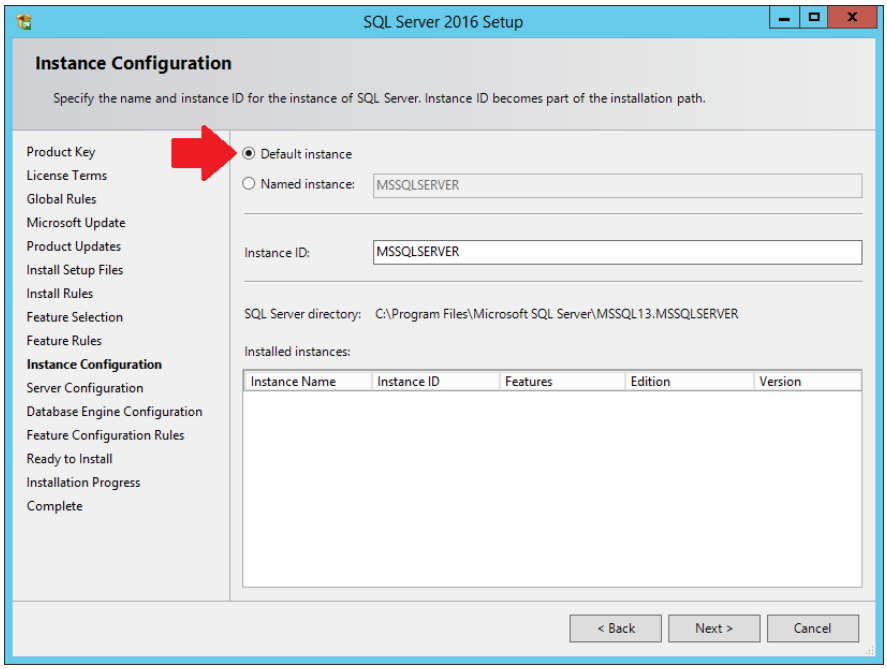
These paths note he general default paths for all instances and the installation of SQL Server itself.

Click Next to continue.

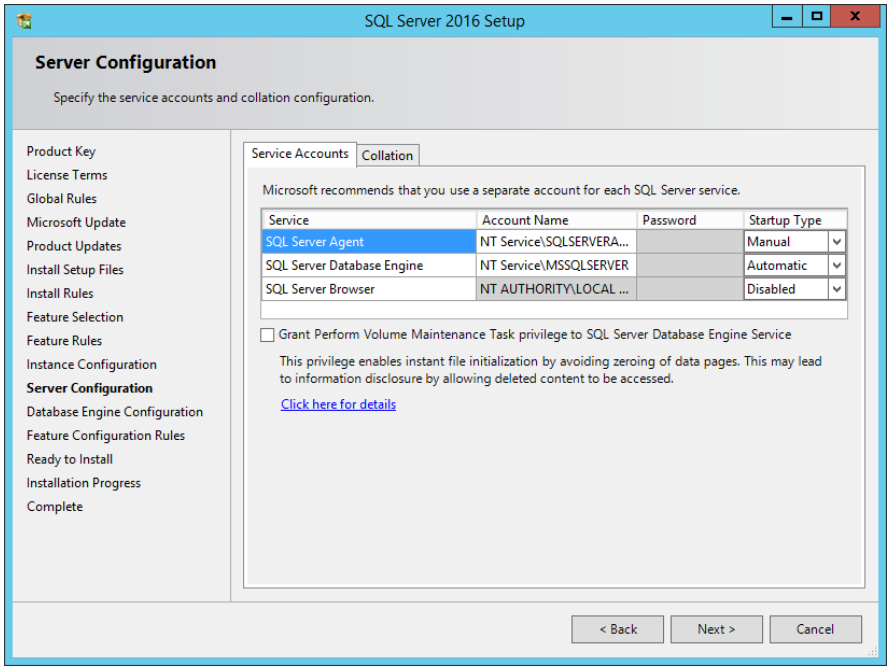


SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

Ensure the **Default instance** is selected. Click Next to continue.

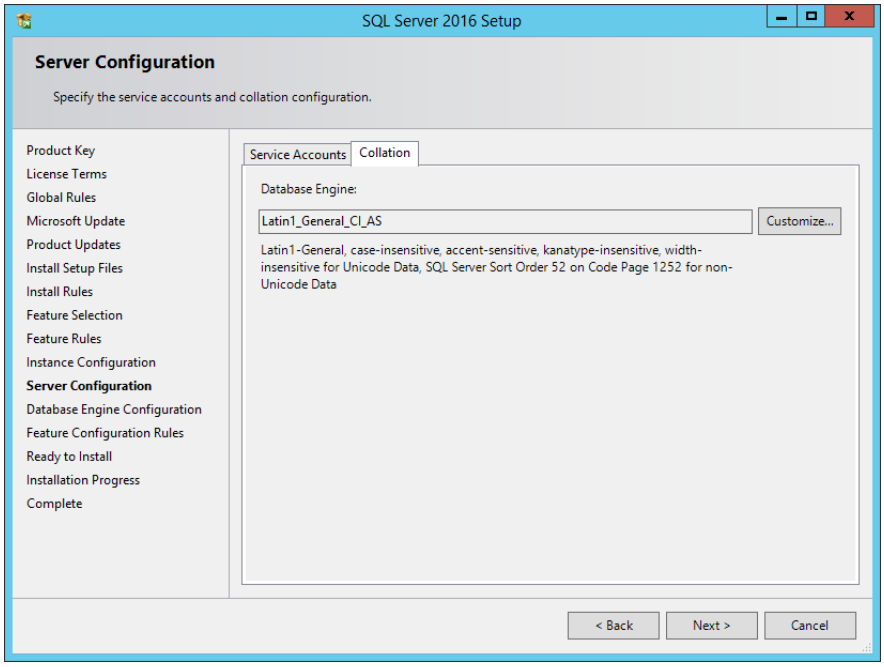


The next dialog shows the Server Configuration dialog for the instance. The 'Service Accounts' tab is usually left as default.



SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

On the same dialog, selecting the 'Collation' tab, ensure the **Database Engine** is set to 'Latin1_General_CI_AS'. This would likely be preset correctly if your server is set to **English (United Kingdom)** in the Control Panel Regional settings. Click Next to continue.



SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

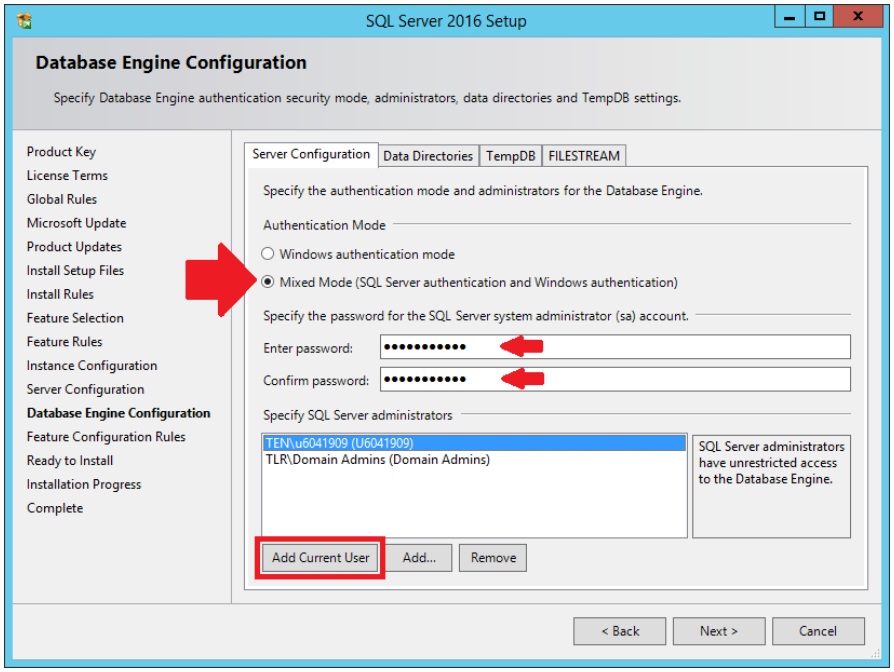
On the Database Engine Configuration dialogs, the settings on the 'Server Configuration' tab will need to be changed.

Change **Authentication Mode** to 'Mixed Mode (SQL Server authentication and Windows authentication)'.

Enter a password for the SA Account. You will need to remember this password for all software installations into SQL Server.

Within the **Specify SQL Server administrators** box, click on 'Add Current User', and also try to add an Administrators group for future proofing. Click on 'Add…', and search for either 'Domain Admin' or 'Administrators' groups, then adding it to the list. The option available depends on whether the server is a domain controller or not.

Click Next to continue.



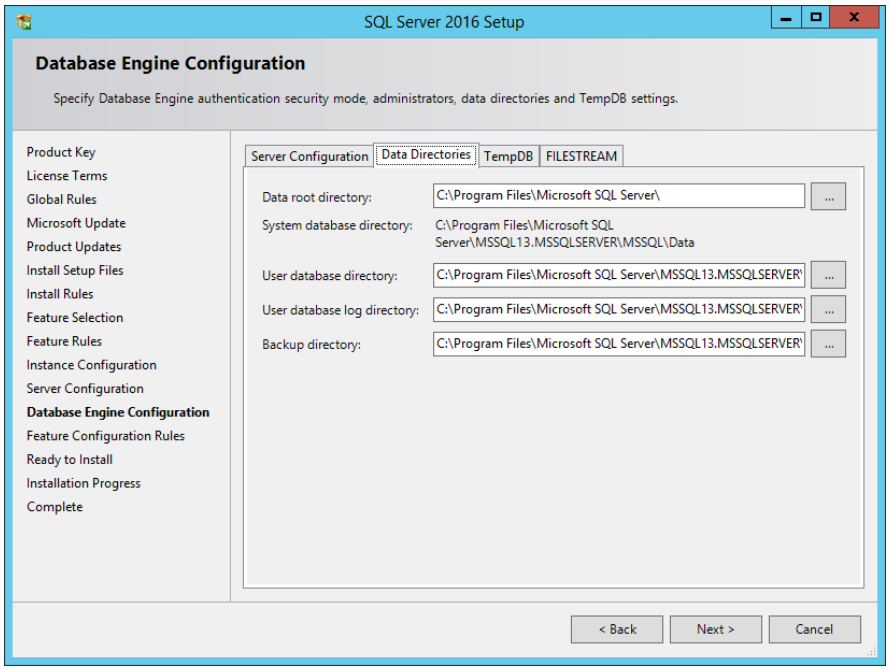
SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

On the 'Data Directories' tab, you should decide on where you need the elements of the software installed.

Data Root directory – Set the installation path for this specific Instance.

Backup Directory – This folder will likely become big unless historical backups are continually moved or removed from the system.

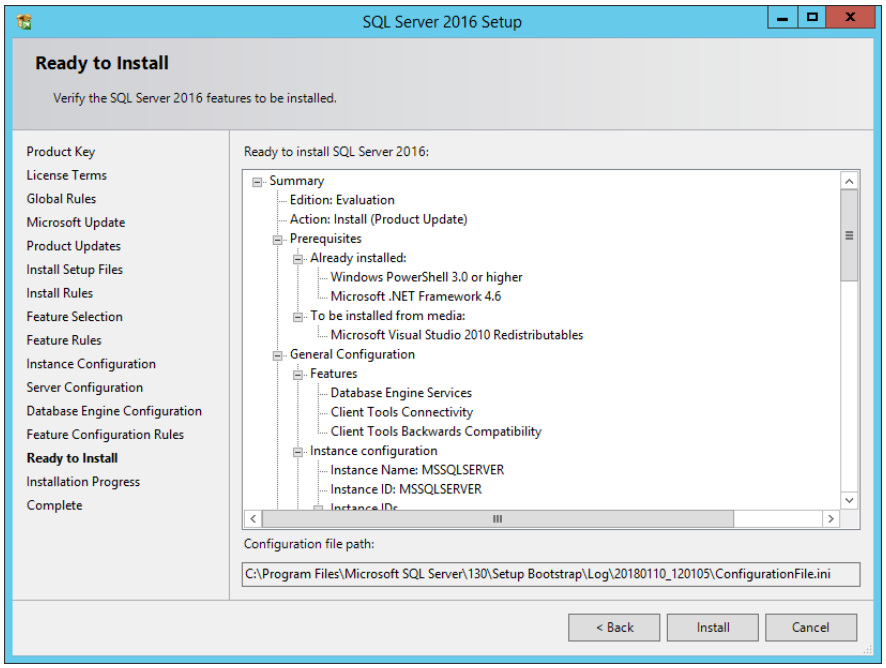
Click Next to continue.



SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

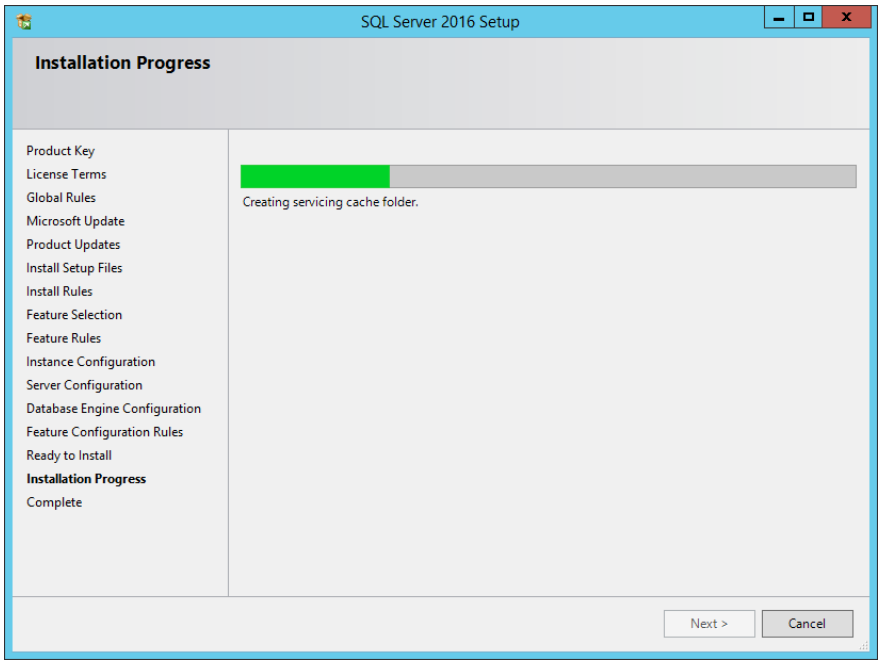
Once all the configuration options have been set, the following installer dialog summarises the settings. Take a look through it to ensure the settings are as expected.

Click Install to continue.

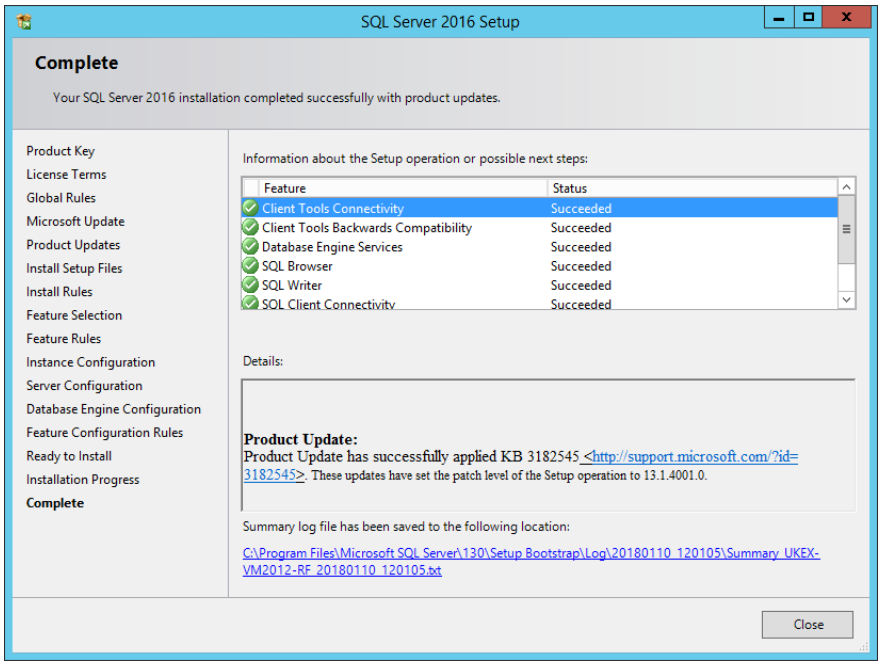


SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

The installation will now proceed, and may take a while.



Once the installation has completed, the dialog below will show any failures from the installation. If you get any failures, retain as much information as possible from the details box.

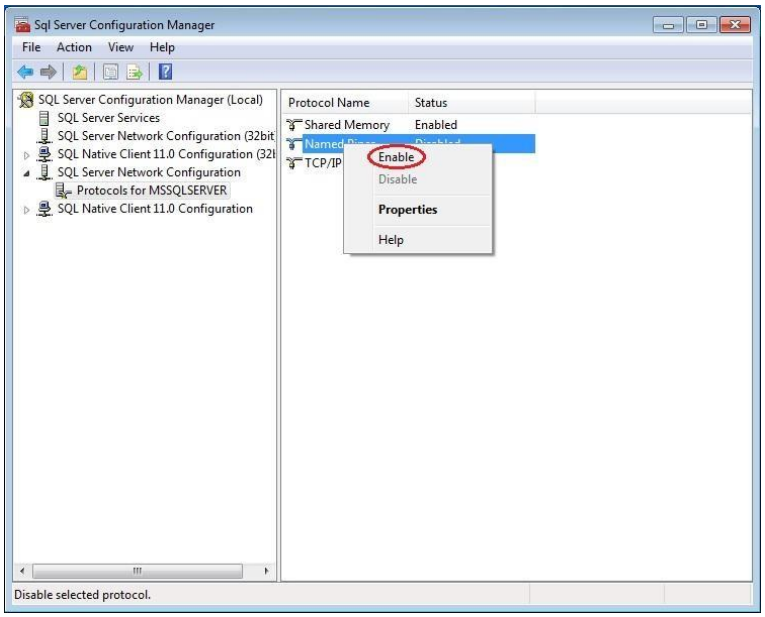


SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

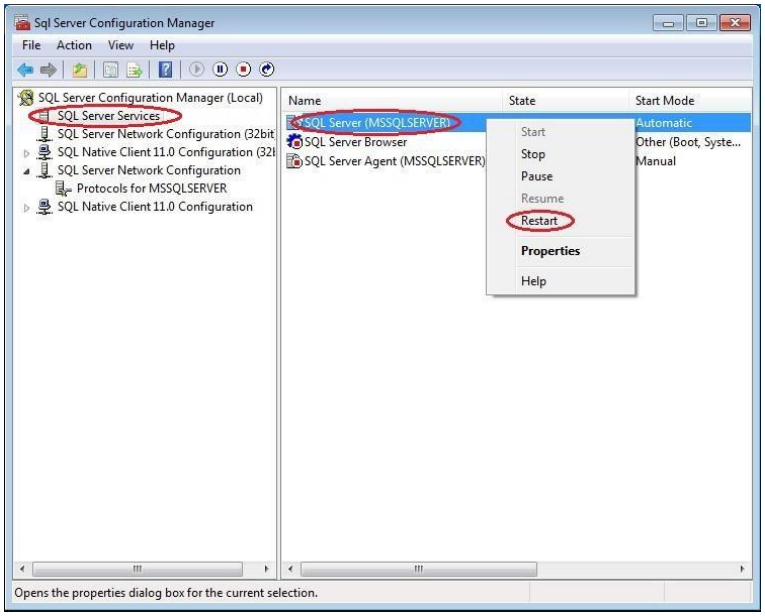
It is then necessary to configure the SQL instance to ensure the databases will be accessible.

Launch **SQL Server Configuration Manager** from **Start** > **All Programs** > **Microsoft SQL Server 2016** > **Configuration Tools** > **SQL Server 2016 Configuration Manager**

Expand **SQL Server Network Configuration** and click **Protocols for MSSQLSERVER**. Ensure both **Named Pipes** and **TCP/IP** are set to **Enabled** by right-clicking and selecting **Enable**:



Click **SQL Server Services**, then right-clicking **SQL Server (MSSQLSERVER)** and click **Restart**:

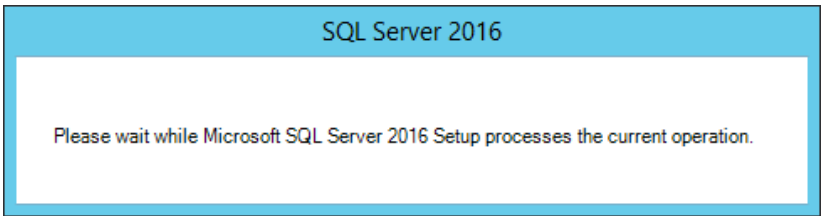


Once complete, a Default Instance of SQL Server 2016 Standard has been installed and configured for use with the Digita Suite.

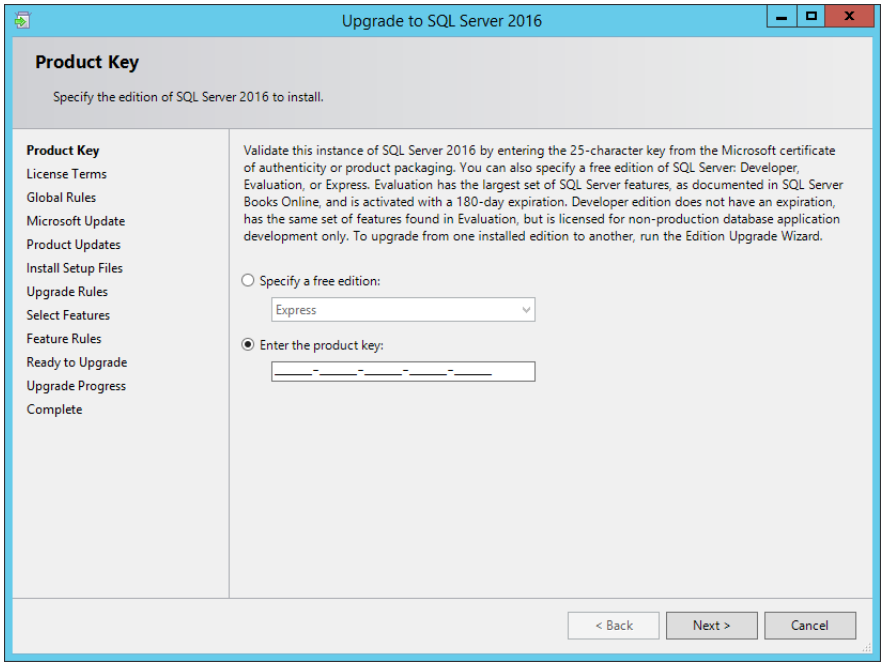
SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

UPGRADE PROCESS

Once the 'Upgrade SQL Server …' option has been selected, the main installer will load.

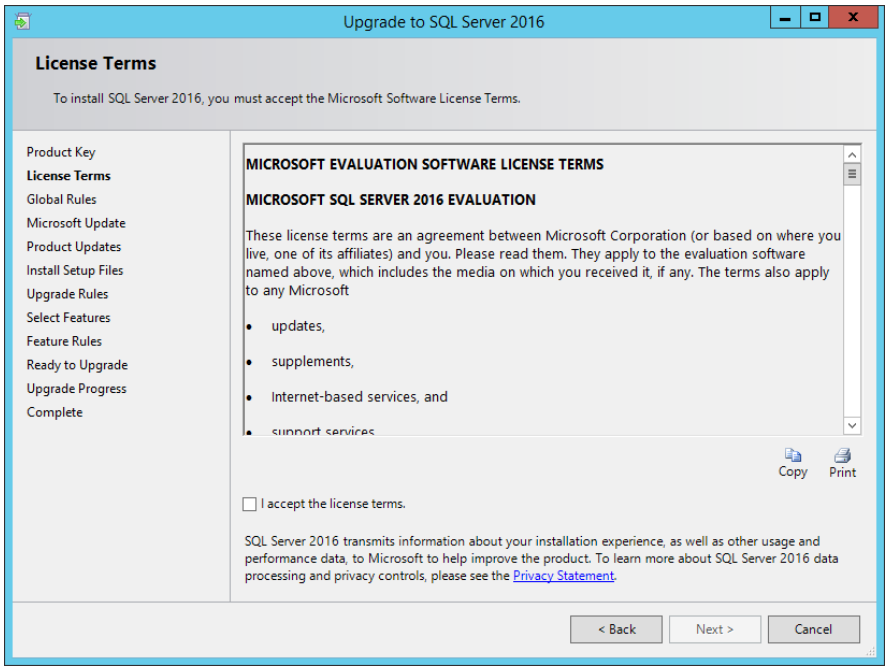


Enter your license key if you are upgrading to the Standard Edition. The license key is prefilled on some distributions.

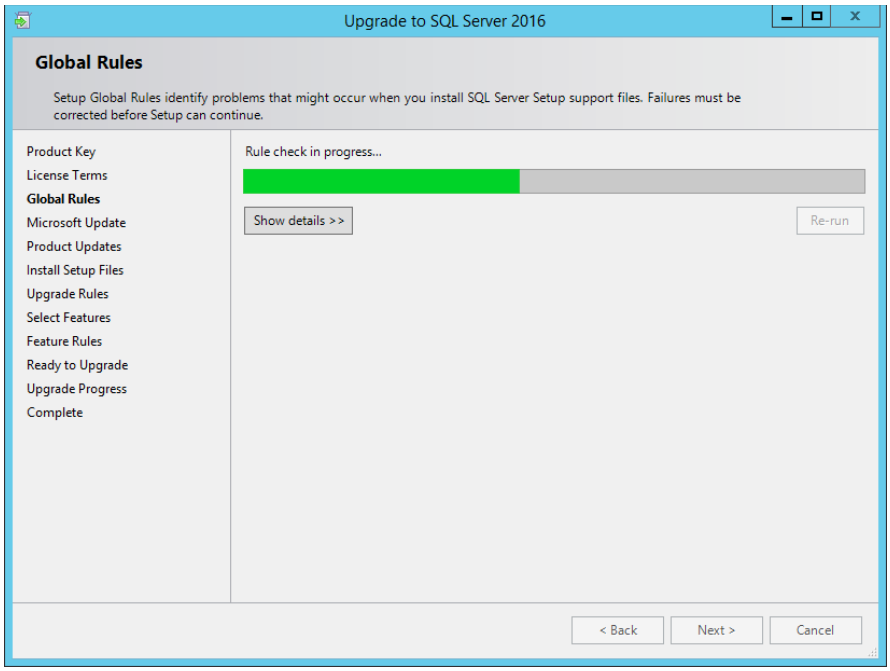


SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

Accept the License terms, then click Next.

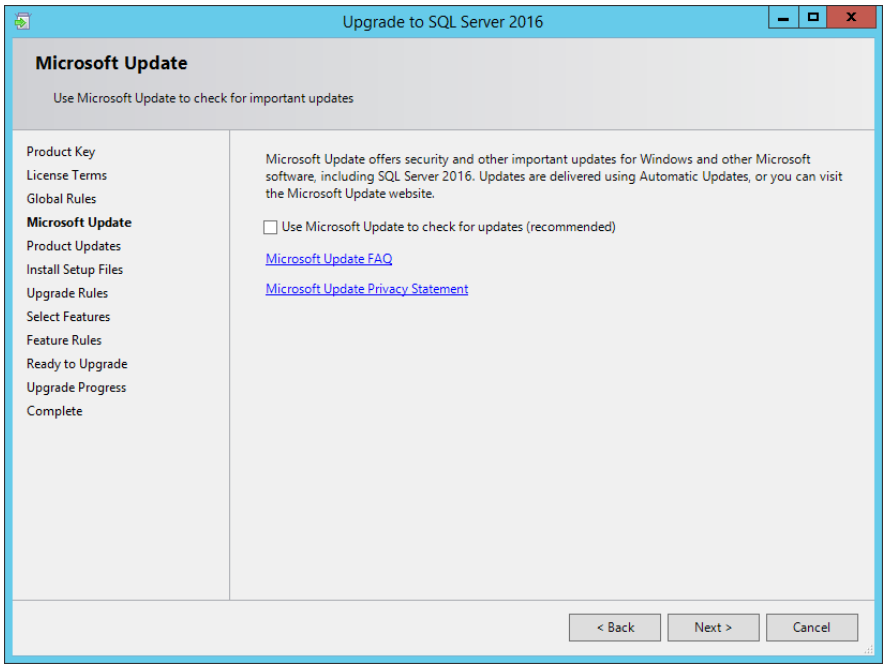


The Installation requirements are then checked.

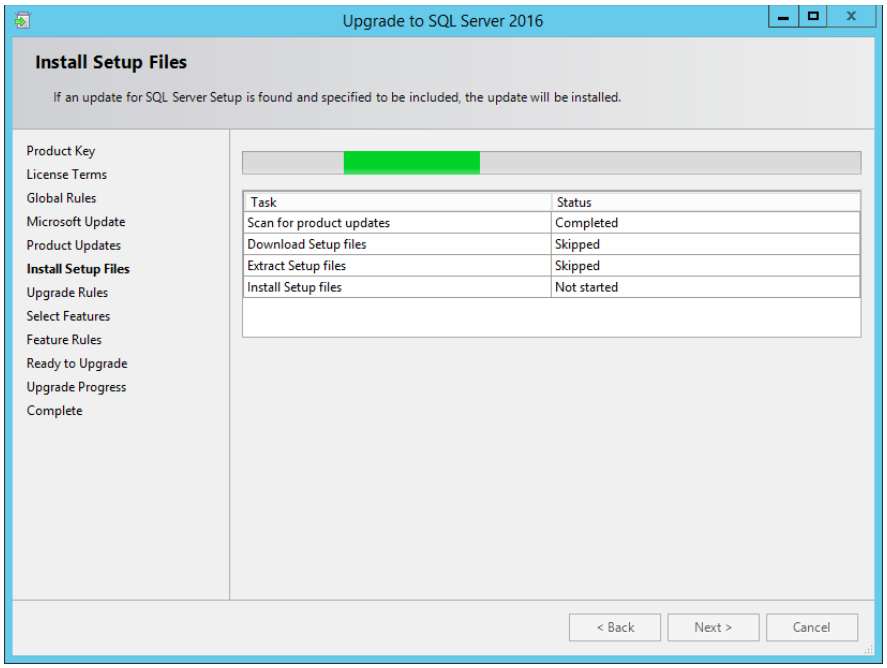


SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

Click on the check box to “Use Microsoft Update to check for updates”. Click Next.

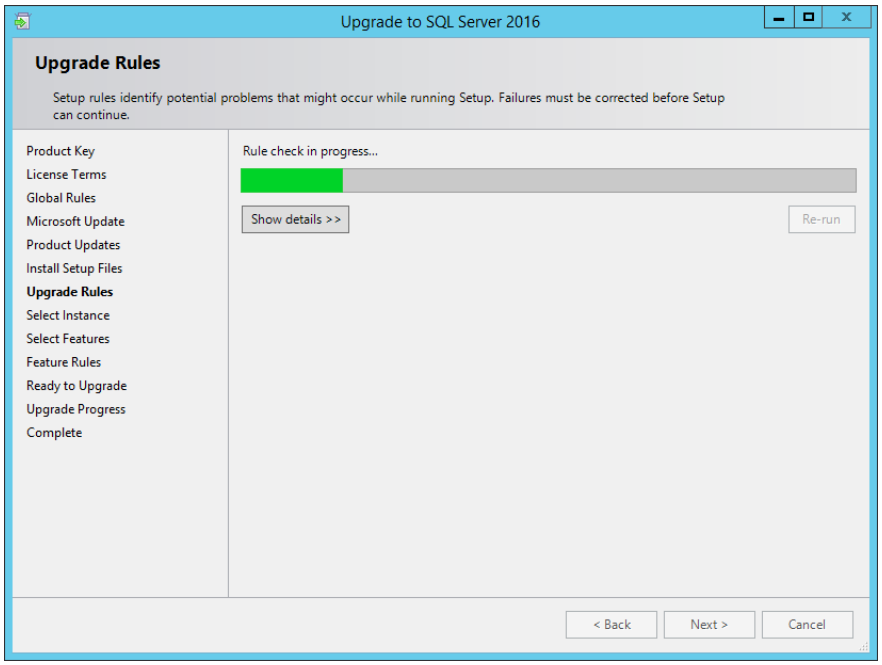


The installer will now prepare for upgrade.

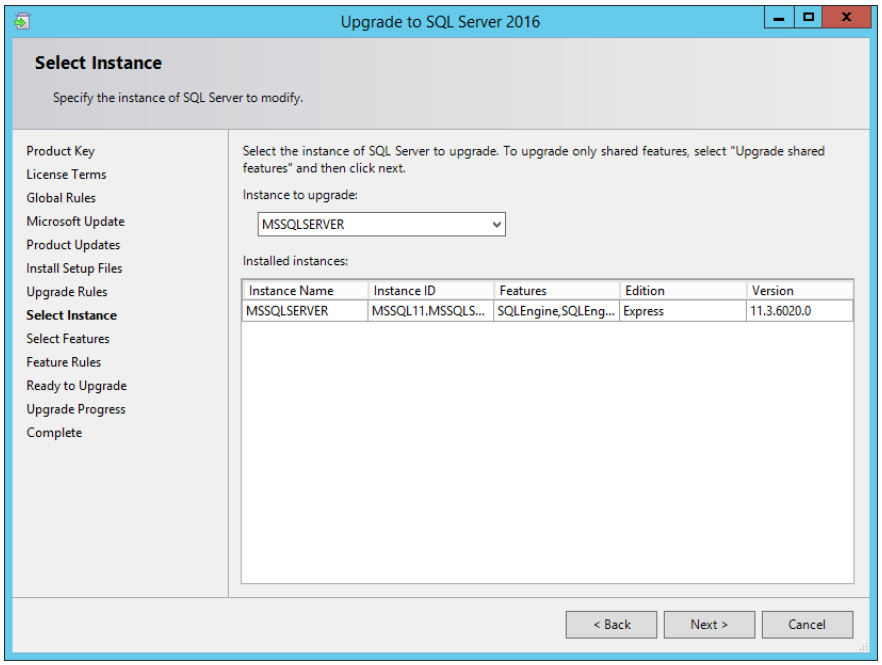


SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

The Upgrade Rules are then checked against the environment.



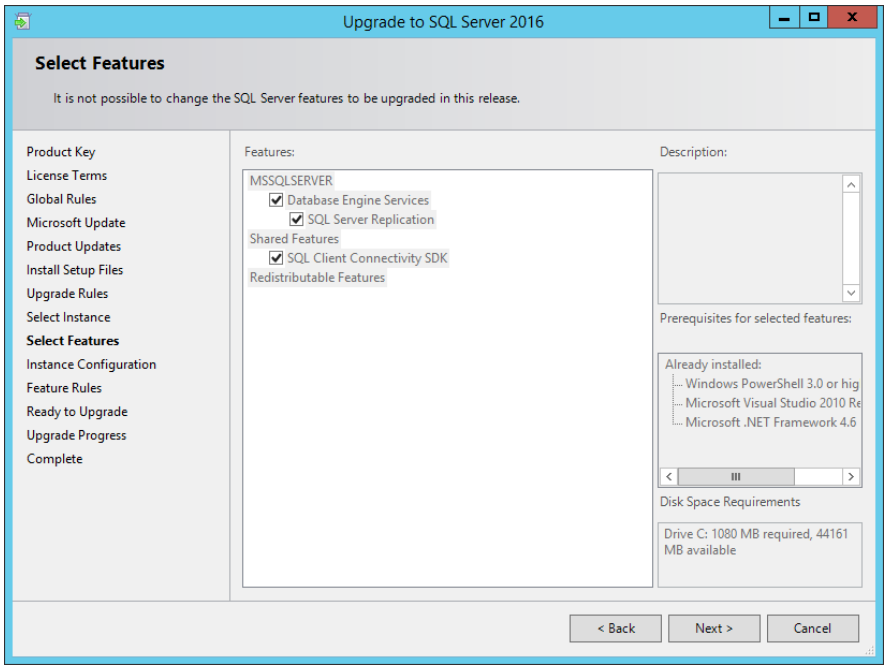
Once done, the following dialog asks which SQL Instance is to be upgraded. The 'Default' instance is denoted by the name 'MSSQLSERVER' in the drop down menu. Select the instance that the Digita software is installed into, typically that will be the 'MSSQLSERVER' instance.



SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

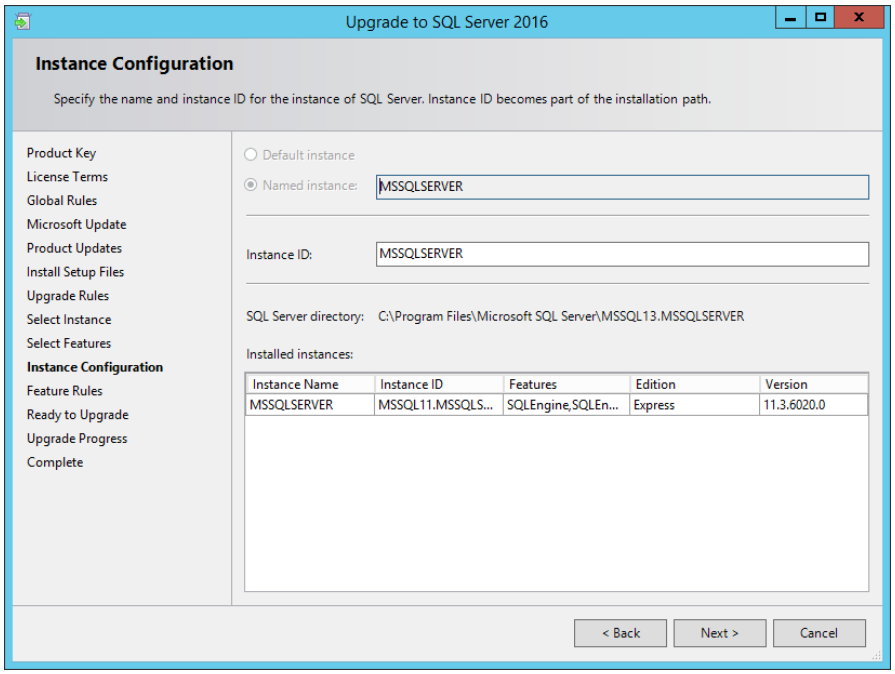
The components installed with the selected instance will then be listed for upgrade.

At this stage, new components cannot be added to the installation. Only existing installed components are upgraded. To add new components after the upgrade, the ‘New Installation’ route is taken. Click on Next to continue.

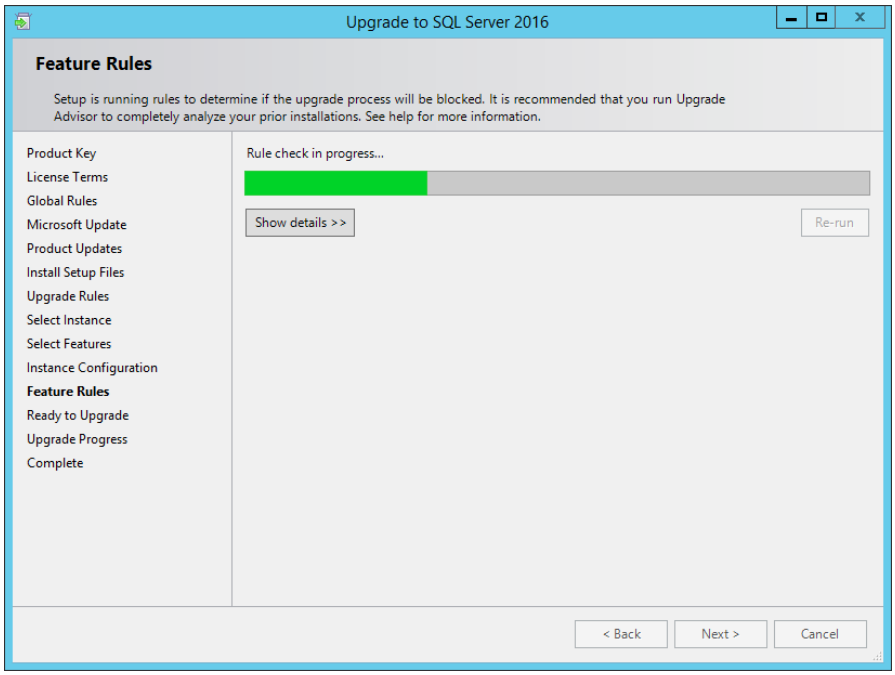


SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

The Instance Configuration dialog allows for the instance to be upgraded to a new name. Leave the entries as default. Click on Next to continue.

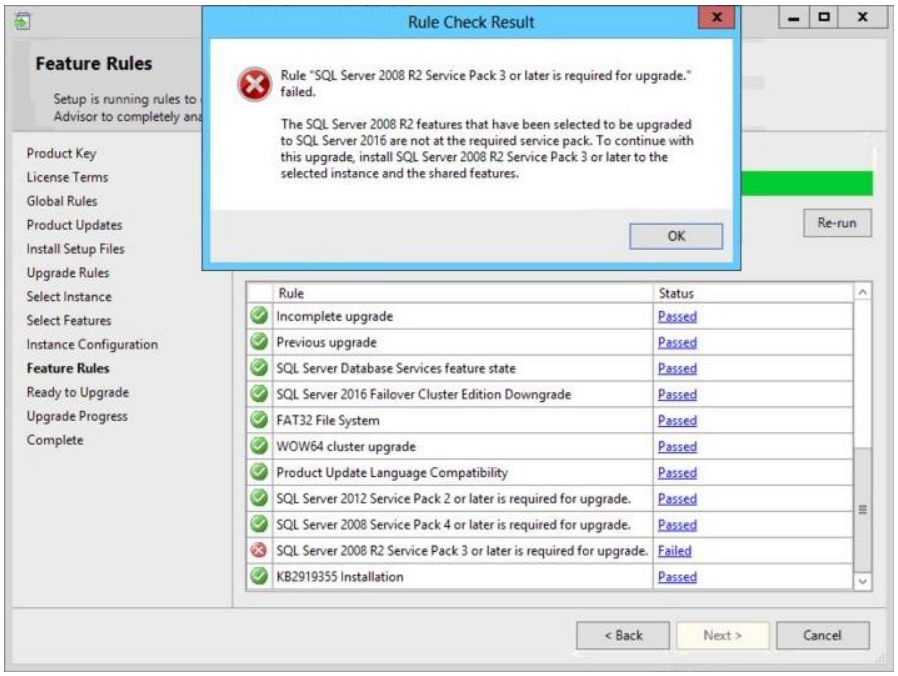


The feature rules are then checked.

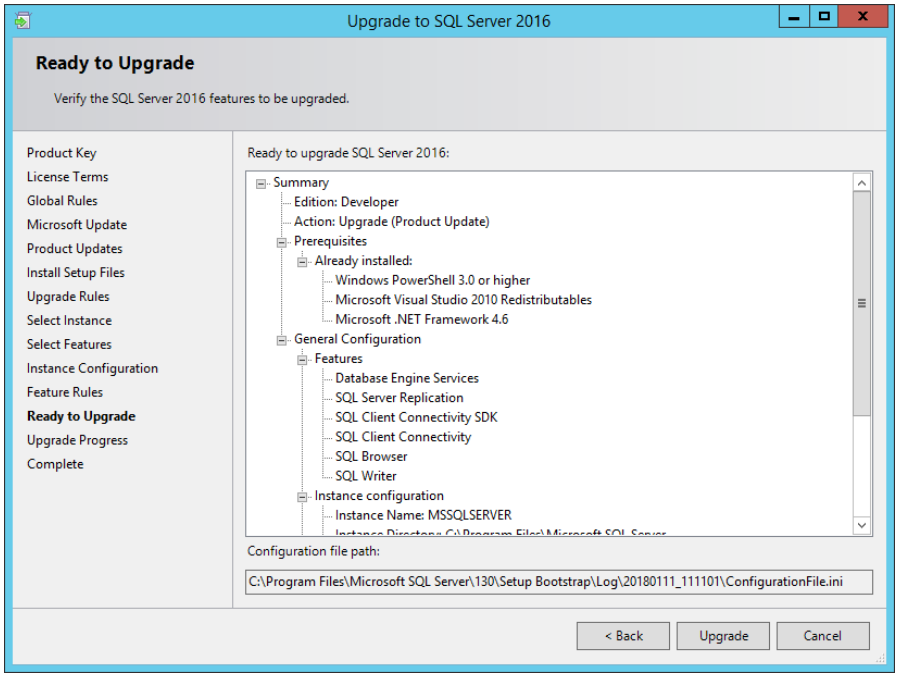


SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

This is where a missing required service pack would present itself as a problem, and it would need to be installed prior to this upgrade continuing.

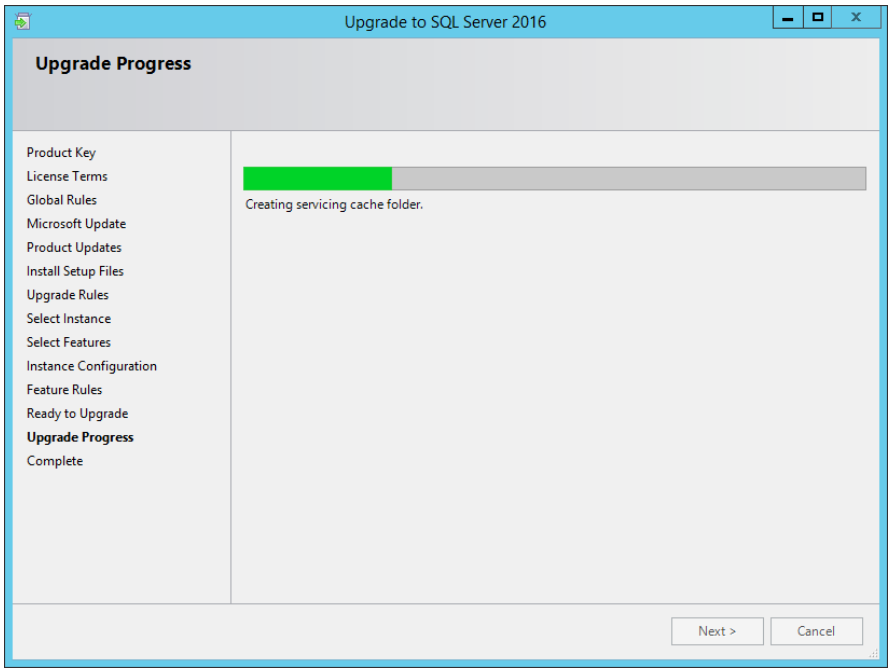


The final dialog before the upgrade starts confirms the components and SQL instance to be upgraded. Click on Upgrade to begin the upgrade.

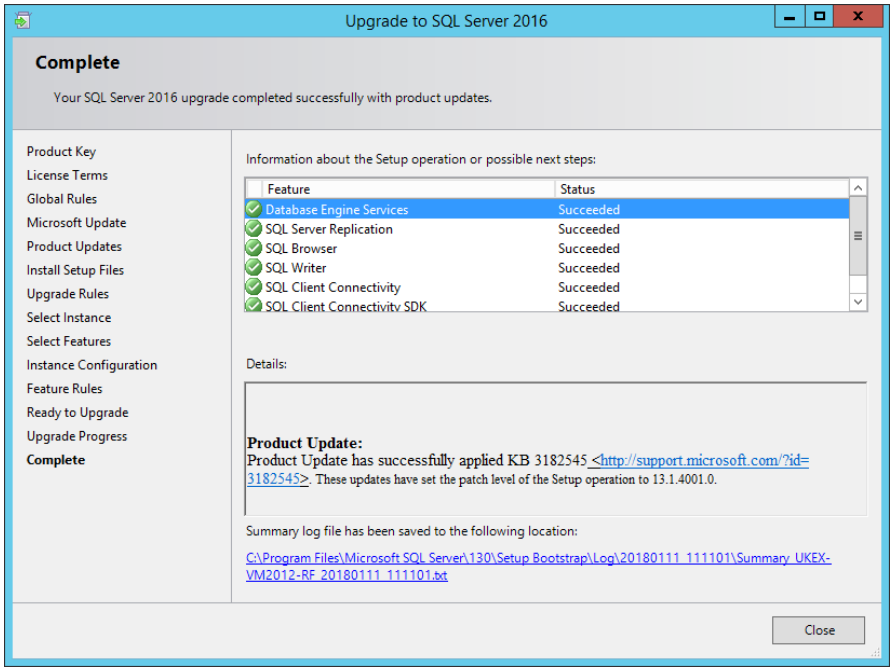


SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

The upgrader will now proceed, and may take some time depending on the speed of the server.



Once the upgrade has completed, the dialog below will show any failures from the upgrade. If you get any failures, retain as much information as possible from the details box.



SQL Server is now upgraded.

SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

ADDITIONAL CHANGES

SQL Server Settings and Database changes.

Additional updates need to be applied, and we have made it easy to do by means of the script below.

NOTE This can be run for both new installs and upgrades.

1. Download the following ZIP file: https://productdownloads.digita.com/digitavarious/Post_SQL_Standard_Upgrade.zip
2. Navigate to your 'Downloads' folder.
3. Right click on the ZIP file, and select 'Extract All'.
4. Double click on the extracted CMD file.
5. Agree to the terms, and then select which Version of SQL Server is now installed.

More information on one element of the script update can be found here:
https://docs.microsoft.com/en-us/sql/database-engine/configure-windows/agent-xps-server-configuration-option

SQL Server Agent Changes

1. Once done, click on the start menu, type in 'services.msc',
2. Launch the services dialog.
3. Scroll down to **'SQL Server Agent (MSSQLSERVER)'.**
4. Double click on it to open the dialog.
5. Change the 'Startup type' to 'Automatic'.
6. Navigate to the 'Log On' tab.
7. Change the 'Log on as' radio button to 'Local System account'.

SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

DATABASE BACKUP TOOL UPGRADE

Once you have upgraded SQL Server, you will need to upgrade the Database backup Tool on the server.

If you are upgrading to….

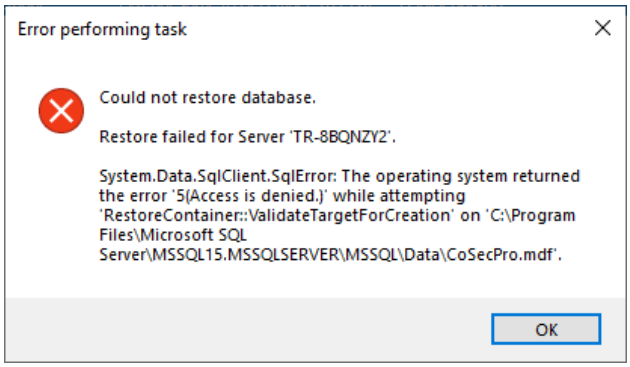
SQL Server 2016-2022 (v13-v16)
Download and install: https://productdownloads.digita.com/digitavarious/DDB_2_0_1005.zip

SQL Server 2008-2014 (v10-v12)
Download and install: https://productdownloads.digita.com/digitavarious/DDB_1_7_261.zip

SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk

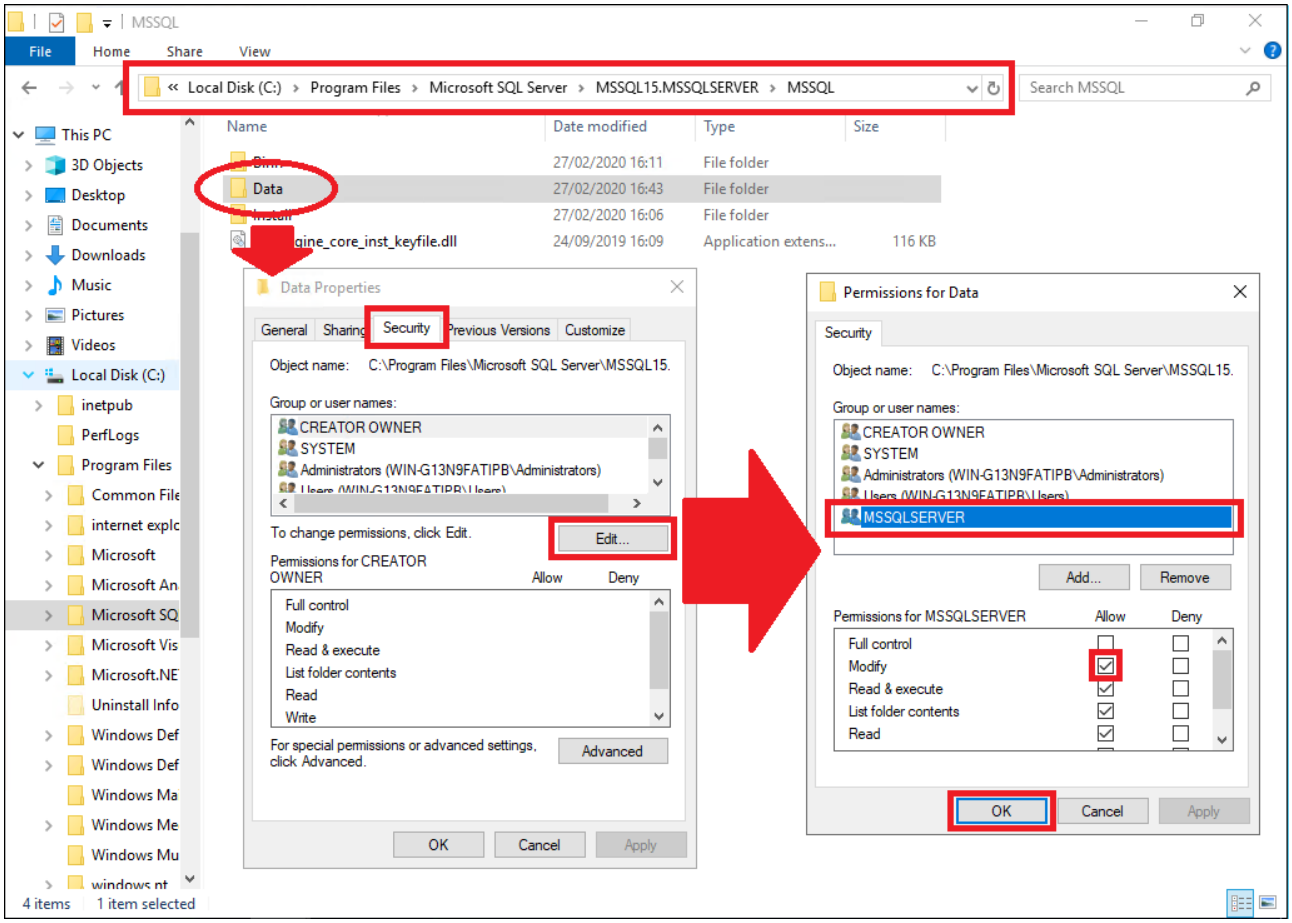
ALL SQL SERVER VERSION UPGRADES

Upon upgrade, all existing database remain in the folder they were before upgrade. However, restoring or installing a new database will make use of the new 'Data' folder location. In some cases, the following error might appear.



The solution to this 'Access is denied' error is to navigate to the 'Data' folder noted in the error (as shown below), right click on the Data folder and select 'Properties'. **If you are pre-empting this, you may need to create the folder first.**

Select the 'Security' tab, and select 'Edit'. Select '**MSSQLSERVER**' user, then check the 'Modify' check box. Then 'Ok'.



The database will then successfully restore.

SALES telephone: 03450 180 908 email: digita.sales@thomsonreuters.com
SUPPORT telephone: 03450 180 909 email: emea.support@thomsonreuters.com
GENERAL telephone: 03450 180 907 visit: tax.thomsonreuters.co.uk