

It is recommended that you coordinate your go live with your Project Manager, PM, so they can work to insure that you have completed the following and if issues arise during the go live process, they are available to assist as they can.

Prior to go live, insure that all Beta testing has been completed against the live P21 database or a copy of the live P21 database. This will capture any items you may not have set up in your live P21 database. Beta testing should include placing the order on the B2B site and completing the import process in P21.

If testing has been successful, and you have not testing against live P21 or a copy of live P21, you will need to insure that the following areas are set up in P21 as they are set up in your P21 database used for testing.

P21 Live Checklist:

- 1) Scheduled Import Service Manager set up is complete
- 2) Edit Suspended Records set up is complete
- 3) System Settings for B2B are complete
- 4) Estore User exists in User Maintenance
- 5) Web Items have class 5 id populated
- 6) Web categories are selected to display on web where applicable
- 7) Items are associated with categories where applicable
- 8) Image links are in place where applicable

Note: you may have completed additional settings in your test database that are not relevant for all B2B distributors. Please insure these also exist in your P21 live database.

Go Live:

- 1) Insure that your b2bseller SQL user is pointing to your live P21 database.
- 2) Run reset script
 - a. If hosted by Epicor, enter a case to run the reset DTS.
 - b. If self-hosted execute the following against the B2B database.

```
UPDATE system_setting
SET     value = '1900-01-01'
WHERE  name LIKE 'last_%'
AND name NOT IN ('last_manual_DTS_run','last_DTS_run_status')
```
 - c. Self-hosted will then need to run the DTS or SSIS depending on your SQL version.
- 3) Once the reset process is completed, please review the site and retest orders to insure all the settings in live are as needed for successful processing of orders.

4) Going Live

- a. If hosted by Epicor, either you or your PM should enter a case to let hosting know on what date you intend to go live. Your PM will determine who will own this task with you. Please provide your go live URL.
- b. If self-hosted, please insure that your go live URL exists in IIS. If not, please add.

Note that go live is not recommended for a Friday as you will have no support if there is an issue.

5) Update your DNS A record to point to the IP address of your site. This is done online with your URL provider (Go Daddy, Network Solutions, for example)

- a. Hosted
 - i. If you do not have an SSL, the IP address will be the same as in your hosts file set up to access the test B2B. If unknown this can be provided by hosting or your PM.
 - ii. If you do have an SSL, you would have been provided with a private SSL from hosting or your PM.
- b. Self-Hosted
 - i. Your web server IP is the address you use.
- c. Once you update the DNS A record, it takes anywhere from 24-48 hours to propagate across the internet.

6) Secure necessary pages if applicable once your site is live.

- a. The SSL should be associated with your live URL. Once the site is set to go live, you can log in as Admin, select site page and click secure for any pages that you would like to secure. If you do this prior, you would not be able to access those pages on the test site.