

# Upgrading

Updates to the TapeTrack Server Software are made available every quarter with a major upgrade released at the beginning of each year.

To upgrade, you can simply uninstall the previous version and reinstalled a newly downloaded version, but it is recommended that you perform the following process to provide a fallback should something go wrong during the upgrade.

## Recommended Upgrade Process

1. Notify your users in advance of the upgrade.
2. [Download the new version of the Software.](#)
3. [Stop the TapeTrack Service.](#)
4. Take a backup of the entire server install directory, including the executables and var directory using a utility such as WinZip.
5. Rename the var directory to var.old.
6. Uninstall the previous version of the software.
7. [Install the new version of the software.](#)
8. [Stop the TapeTrack Service.](#)
9. Rename the var directory to var.new.
10. Rename the var.old directory to var.
11. [Start the TapeTrack service.](#)

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<https://rtfm.tapetrack.com/> - **TapeTrack Documentation**

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<https://rtfm.tapetrack.com/server/upgrading?rev=1496770852>

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