



## CMS UPDATE GUIDE

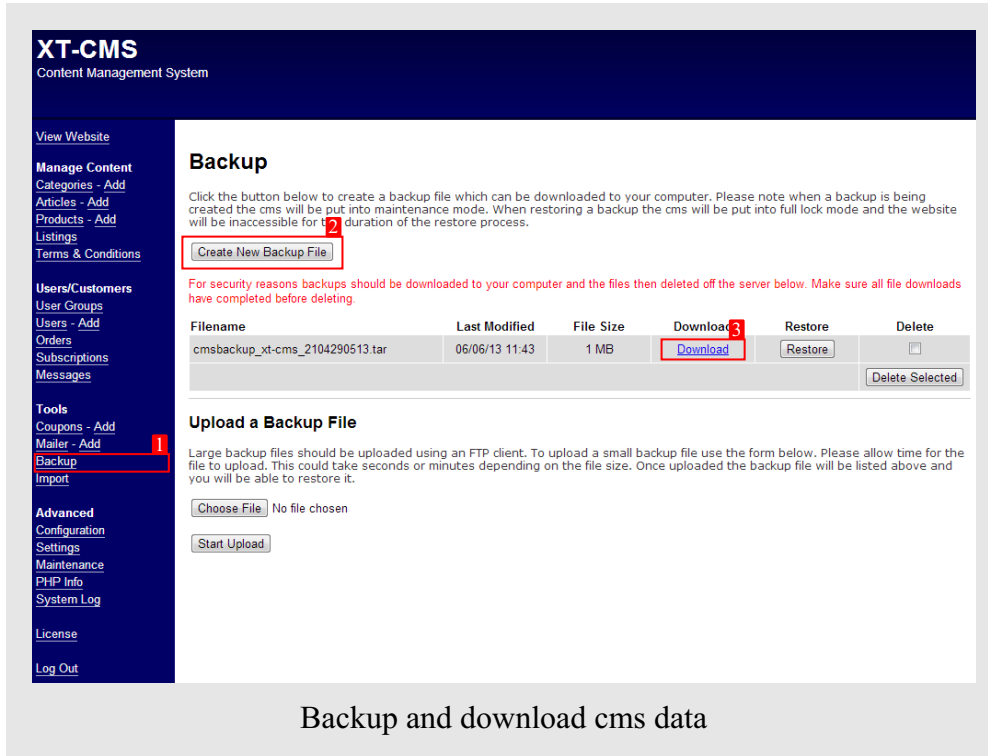
This guide will help if you are already using a version of the cms on your website and want to update to a new version. The update process is broken down into the easy to follow steps listed below.

1. [Backup Data](#)
2. [Upload New Files](#)
3. [Check/Update Config File](#)
4. [Copy Over Custom Themes](#)
5. [Restore Backup & Update Data](#)
6. [Switch & Go Live With New Version](#)

There is also a [Troubleshooting section](#) which covers some of the common problems that might arise when installing the cms.

# Step 1: Backup Data

Before updating the cms make sure to create and download a fresh backup to your computer. To do this go to Backup from the admin menu and click the button to create a new backup. Once the backup is complete download it to your computer.



**XT-CMS**  
Content Management System

View Website

**Manage Content**  
Categories - Add  
Articles - Add  
Products - Add  
Listings  
Terms & Conditions

**Users/Customers**  
User Groups  
Users - Add  
Orders  
Subscriptions  
Messages

**Tools**  
Coupons - Add  
Mailer - Add  
**Backup**  
Import

**Advanced**  
Configuration  
Settings  
Maintenance  
PHP Info  
System Log

License  
Log Out

## Backup

Click the button below to create a backup file which can be downloaded to your computer. Please note when a backup is being created the cms will be put into maintenance mode. When restoring a backup the cms will be put into full lock mode and the website will be inaccessible for a duration of the restore process.

[Create New Backup File](#)

For security reasons backups should be downloaded to your computer and the files then deleted off the server below. Make sure all file downloads have completed before deleting.

Filename	Last Modified	File Size	Download	Restore	Delete
cmsbackup_xt-cms_2104290513.tar	06/06/13 11:43	1 MB	<a href="#">Download</a>	<a href="#">Restore</a>	<input type="checkbox"/>

[Delete Selected](#)

### Upload a Backup File

Large backup files should be uploaded using an FTP client. To upload a small backup file use the form below. Please allow time for the file to upload. This could take seconds or minutes depending on the file size. Once uploaded the backup file will be listed above and you will be able to restore it.

[Choose File](#) No file chosen

[Start Upload](#)

Backup and download cms data

## Step 2: Upload New Files & Set File Permissions

After downloading and extracting the new cms files on your computer you'll need to use an ftp client to upload the files to your host/server. If you have a hosting control panel with a file manager you can also use that to upload your files, although an ftp client is usually better to work with in the long run.

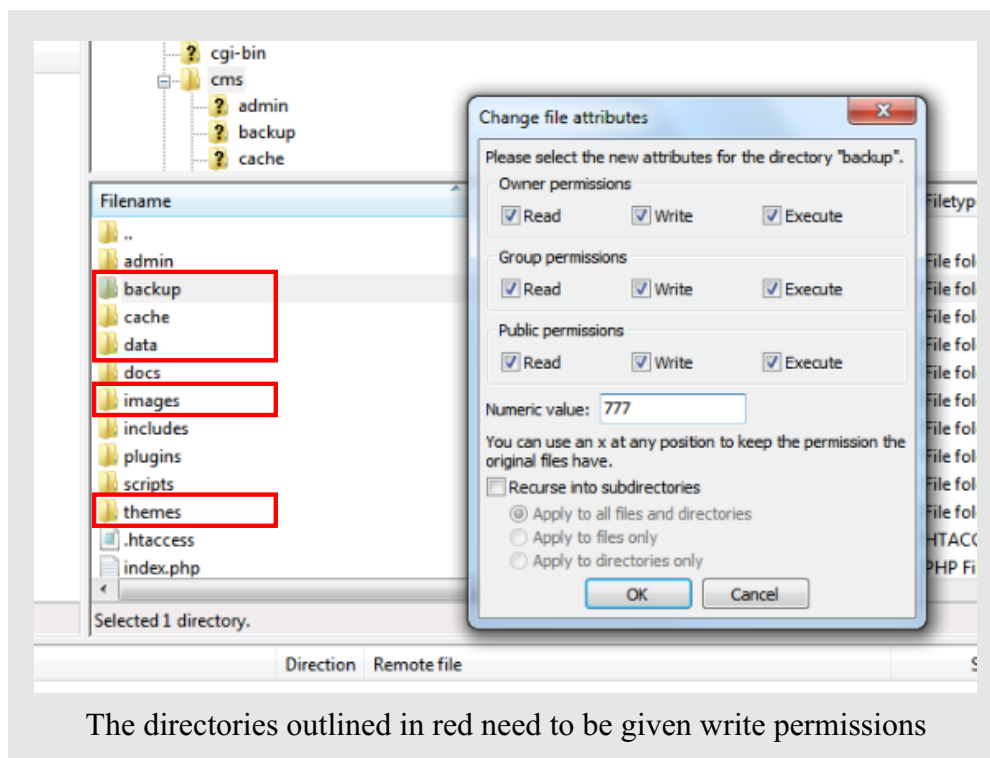
Before uploading make sure to use a unique folder name for the new version of the cms so as not to overwrite any existing files on your server, for now we want a second install of the cms to run parallel in a folder of it's own. For example if the old version of the cms is running from a folder called cms then name the new versions folder to cms2.

### Set File Permissions

After uploading is complete, the following directories need to have write access...

backup  
cache  
data  
images  
themes

Set file permissions using your ftp client or by using a file manager in your hosting control panel. Setting permissions to 777 will work for all cases. If your host/server allows scripts to write files into directories with lower permissions such as 755 or 775 you can choose to set permissions to one of these instead.



The directories outlined in red need to be given write permissions



If your ftp client gives an error like “CHMOD command not understood” it may be your website is on a windows based server that doesn't support the CHMOD command. In this case and if available you should use the file manager in your hosting control panel to change file permissions.

### **Step 3: Config File**

At this stage you should check and if necessary update the scripts/config.php file in the new version of the cms.

Note: If you did not make any changes to the config file before then you should be able to skip this step and use the default settings in the config file. Otherwise check the following settings which may need to be changed.

#### **Backup/Restore Method**

Depending on your server setup you may need to change the backup/restore method if the default setting doesn't work.

#### **Friendly URLs**

Friendly urls are disabled by default so if you were using friendly urls before you will need to re-enable them in the new config file. Also bear in mind the friendly url .htaccess file.

## **Step 4: Custom Themes**

At this stage you should copy any custom themes you were using from the theme directory in the old version of the cms and paste or upload them into the theme directory on the new version of the cms.

Note: If you have made changes to the previous default theme you might want to copy some of these changes over. However it is recommended not to copy over the old default theme as a newer version is likely to be included in the new version of the cms.

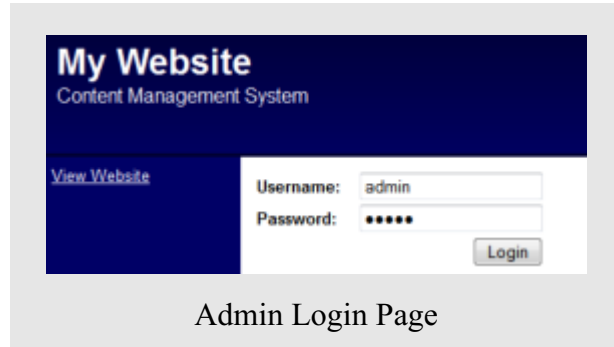
## Step 5: Login & Restore Backup

Upload the backup file into the backup directory of the new cms folder and in your browser go to the admin page for the new version of the cms. eg. <http://www.mywebsite.com/cms2/admin/>

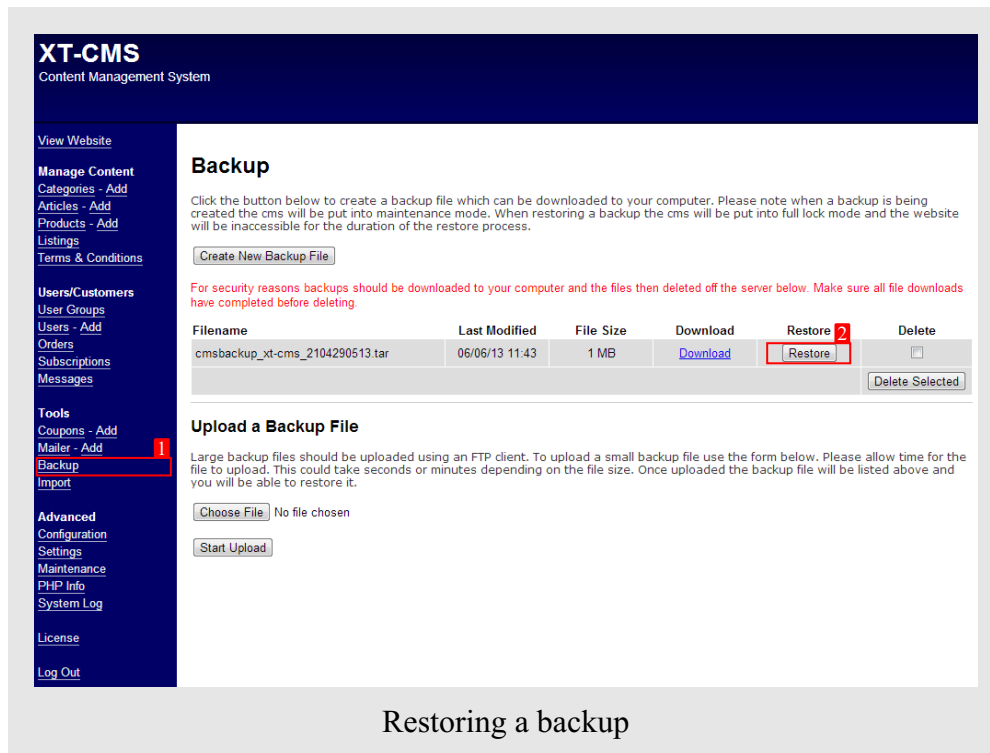
You should see the admin login page as in the picture. Use the default login details below...

Username: admin

Password: admin



Once logged in use the menu on the left to go to the Backup page and click the restore button beside the backup that you want to restore.



After the backup has been restored you might be prompted to run an update. Sometimes the data structure will change in new versions of the cms and an update will need to be run to update the data files restored from the backup. Check the version numbers before running an update.

## **Step 6: Switching CMS Version**

At this stage you should be in a position to switch over to use the new version of the cms complete with all your data from the old version. To do this simply rename your old cms folder to cms\_old and rename the new version folder to cms. If you run into any problems with the new version you can simply switch back to the old version by renaming the folders back.

Once you are certain everything is running fine on the new version you can then delete the old cms version folder and files. It's recommended to leave the old version on the server for at least a few days to ensure everything is working ok with the new version.

# Troubleshooting

**Q: I can't restore my backup.**

A: Try changing the backup/restore method in the scripts/config.php file.

**Q: The links to my categories/pages are not working.**

A: If you have enabled friendly urls make sure the friendly url .htaccess file is also being used correctly.

## Help & Support Links

**Support Page:** <http://www.xt-cms.com/support/>

**Forum:** <http://forum.xt-cms.com/>