Export/Import Security Group Permissions

If you have started configuring AIM v12 group security settings while operating in a test conversion copy of AIM, it is possible to export the configured security items from the test database and import them after running your final conversion.
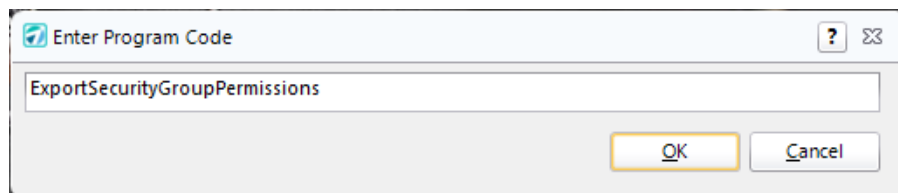
Note: To ensure a successful upgrade to v12, with full support resources available, it is recommended to perform these conversion steps during technical support business hours: **Monday - Friday 8am - 5pm CT.**

Exporting

In the test copy of v12, where permissions have been configured, go to Admin > Utilities > Run Off Menu Program.

Type **ExportSecurityGroupPermissions** in the box, as shown in the screenshot below.

Press OK, select a location to save the AIM_Permissions_Export.xlsx file, and press Save. This will create the export file.
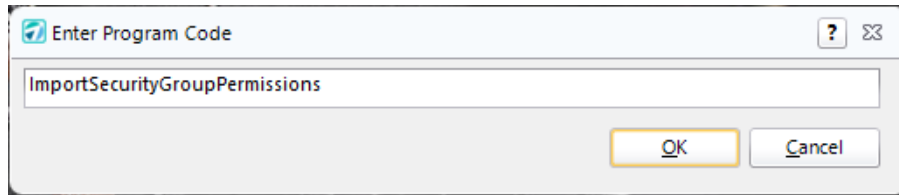

Importing

Once your live copy of v12 has been converted, open AIM and go to Admin > Utilities > Run Off Menu Program.

Type **ImportSecurityGroupPermissions** in the box, as shown in the screenshot below.

Press OK, browse to the AIM_Permissions_Export.xlsx file, and press Open to import the security group permissions.

Enter Program Code   ? ☒

ImportSecurityGroupPermissions

OK   Cancel

Export/Import Menu Structure

If you have started configuring AIM v12 POS or Touchscreen menus while operating in a test conversion copy of AIM, it is possible to export these menu systems from the test database and import them after running your final conversion.

Exporting

In the test copy of v12, where your menu system has been configured, go to Maintenance > General > Touchscreen Menus or Maintenance > General > Point of Sale Menus, depending on which type you need to export.

Click Export Menu System in the lower right to export the menus to a file. Select a location and enter a file name. If exporting Touchscreen and Point of Sale menus, Tri-Tech recommends using easily distinguished names, such as TouchscreenMenus and POSMenus.

Importing

Once your live copy of v12 has been converted, open AIM and go to Maintenance>General>Touchscreen Menus or Maintenance>General>Point of Sale menus, depending on the type you need to import.

Click Import Menu System in the lower right. Browse to the file that was previously exported to import the menu system. Be sure to select the appropriate associated file for importing into the Touchscreen Menus program or the Point of Sale Menus program.

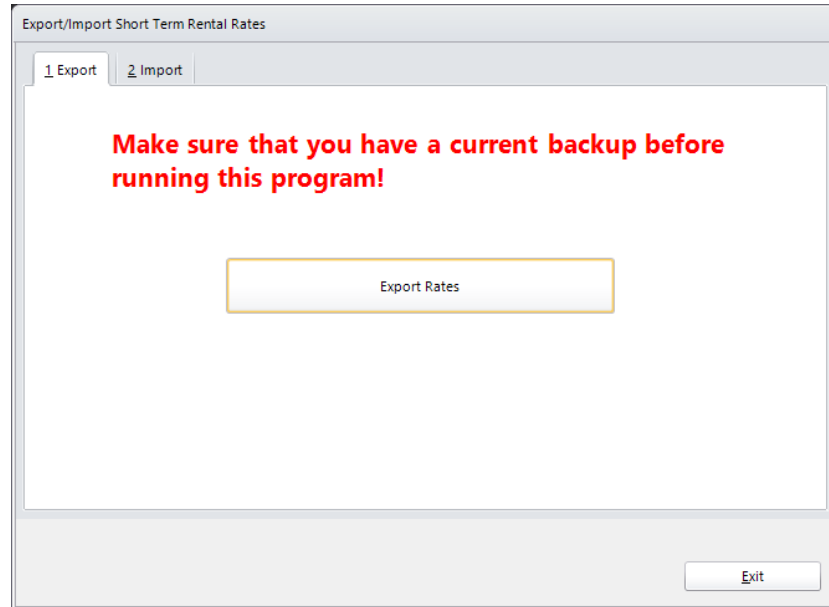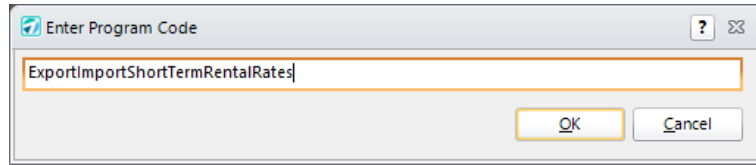# Export/Import Short Term Rental Rates

In AIM v12 the Short Term Rental module has been improved substantially, because of these changes short term rental rates that have been configured in v11 will **not** be converted. If you wish to setup short term rental rates in a test conversion, you can do so under Maintenance > Short Term > Rental Rates. For information on this area, see the following online help page: Short Term Rental Rates.
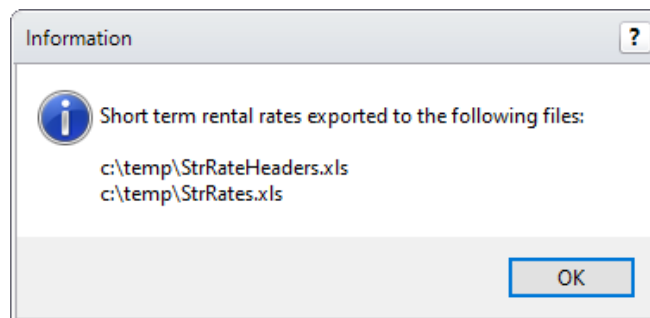
Exporting

In the test copy of v12 where rates have been configured, browse to Admin > Run Off Menu Program.

In the dialog shown, enter program code: **ExportImportShortTermRentalRates**

Press OK.   The Export/Import Short Term Rental Rates program will open:

To export existing rates, press the "Export Rates" button. Once complete a dialog will be shown with the files that have been created. The files will be exported to the workstation's temp folder.

Importing

Once your live copy of v12 has been converted, launch AIM and browse to Admin > Run Off Menu Program.

In the dialog shown, enter program code: **ExportImportShortTermRentalRates**

Press OK.   The Export/Import Short Term Rental Rates program will open. Select the Import tab.

To import rates, browse to and select both the StrRateHeaders.xls and StrRates.xls files that were exported from the test copy of v12. Press "Import Rates" to import the files.

If there are any rates that could not be imported, a dialog will display the path to problem files with details.

You have now completed the upgrade process and are ready to begin using your live copy of AIM v12. If you have more questions, do not hesitate to give our team a call: 800-670-1736. There is also more information about the upgrade process listed online. Click here for additional v12 information