



## Product Upgrade Announcement

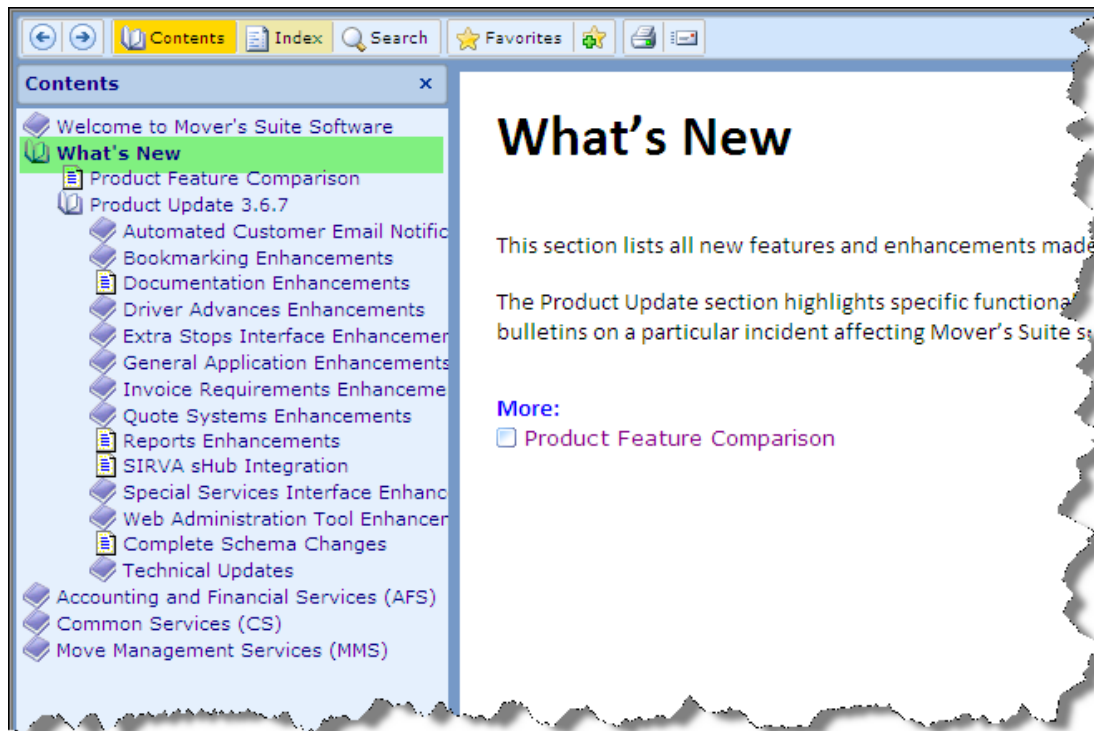
### Mover's Suite v3.6.7

Monday, April 14, 2008

Mover's Suite Software is pleased to announce the immediate release of version 3.6.7.

#### ***Benefits of Version 3.6.7***

Version 3.6.7 provides a number of enhancements to the application in addition to many bug fixes. Detailed information regarding the release can be found through our new [Online Help](#) tool by clicking the book next to the ***What's New*** section.



#### ***Upgrading to Mover's Suite Software v3.6.7***

Version 3.5.5 or higher is required before upgrading to v3.6.7. Beginning immediately, Mover's Suite Software is scheduling upgrades. To minimize the impact of the upgrade, time slots are available Monday through Friday at 3:00 PM MDT (5:00 PM EDT). Slots will be reserved based upon availability. If available times slots are not suitable and you would prefer to upgrade earlier, we will be glad to schedule your upgrade during our regular business hours. Upgrades can be scheduled by contacting Rick Westervelt via email at [rwestervelt@moverssuite.com](mailto:rwestervelt@moverssuite.com).

### ***Training for Version 3.6.7***

We will be offering a number of training classes over a four week time frame beginning Friday, April 18<sup>th</sup>. We recommend having users attend training classes prior to the actual upgrade. Classes will cover specific topics to include Administrative and Setup, General Enhancements and Driver Advances. Class dates, times and the reservation/access process are posted on our support site at <http://support.moverssuite.com>. The live training classes will be supplemented with video clips that can be viewed at your convenience. Clips will be posted on our support site by Friday, April 25<sup>th</sup>.

We are pleased to provide these live training classes and video clips as tools to help your company maximize the features of the MSS v3.6.7 upgrade. For your benefit, we strongly encourage maximum participation by your organization. Any upgrade training outside of these formats will need to be scheduled and will be done on a contract basis.

Everyone at Mover's Suite is excited to bring you this upgrade as part of our commitment to consistently deliver maximum value to our customers. An upgrade checklist follows for your use. Please feel free to contact our Professional Services (ProServ) department with any questions you may have.

Sincerely,

Allan Lamar  
Director, Professional Services



## Mover's Suite v3.6.7 Upgrade Checklist

### Prior to Upgrading

- Confirm using MSS v3.5.5 or greater. (If not, you must upgrade to v3.5.5 before upgrading to v3.6.7 – Please see v3.5.5 upgrade information.)
- Schedule MSS v3.6.7 Upgrade with Rick Westervelt [rwestervelt@moverssuite.com](mailto:rwestervelt@moverssuite.com).
- Schedule users for training
- Make changes to any custom reports that are not directly supported by MSS. Database schema changes can be found in [Online Help](#).
- Logout all users prior to scheduled upgrade time.

### Following Upgrade

- Install new MSS clients
  - MSS username and passwords are case sensitive
  - Test client as a domain user (non-administrator)
  - Test reports
  - Techmate Users
    - Re-map Export to Techmate (FirstMat\IMPORT)
    - Re-map Import from Techmate (FirstMat\MSUITE)
- Upgrade ATIP on all GP clients (file can typically be found on your server at GPShare\Install\4-ATIP)
- MSS Web Admin
  - Add new security roles for Web Admin Users as appropriate
- Complete setup for new functionality as needed