

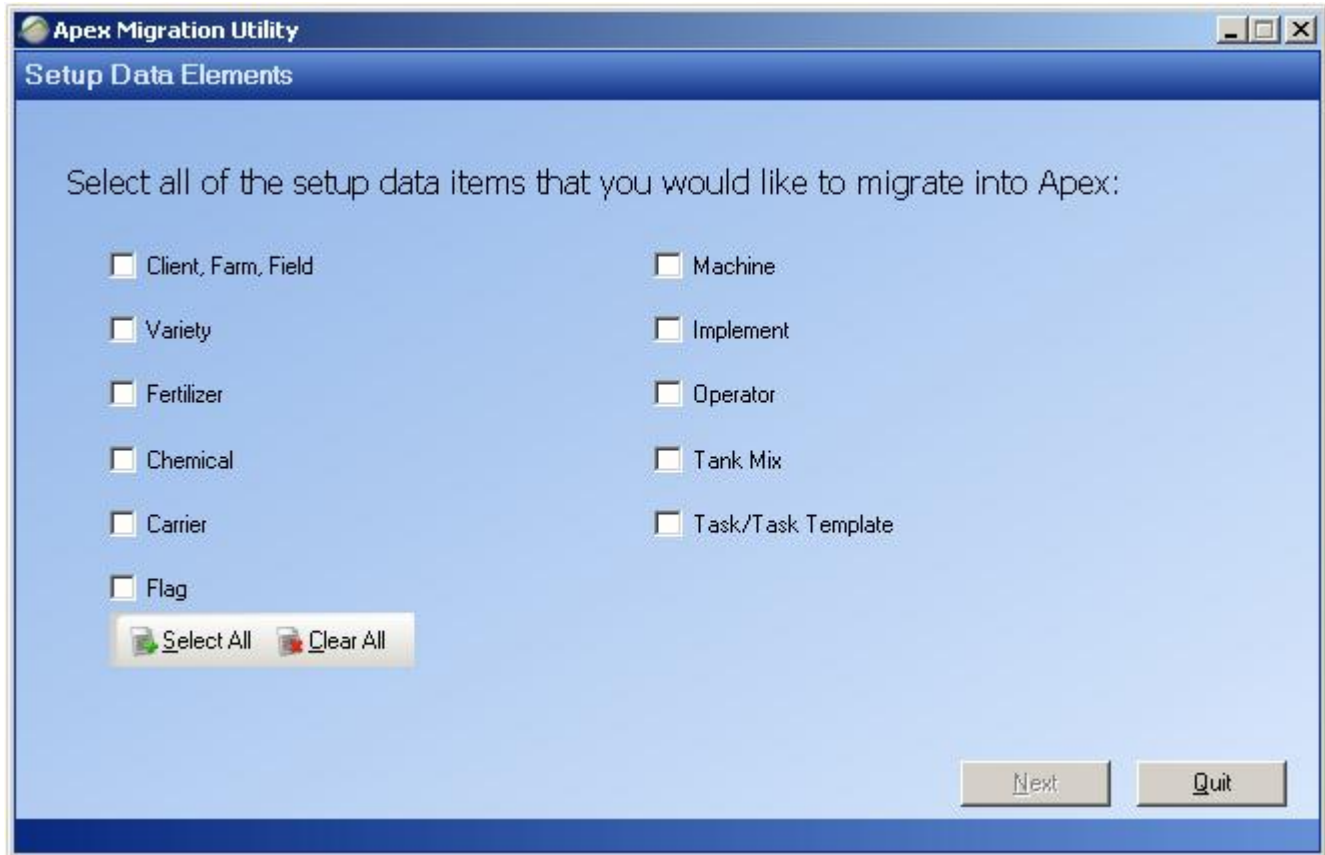
# Instructions to Migrate Data from JDOffice 1.5 to Apex



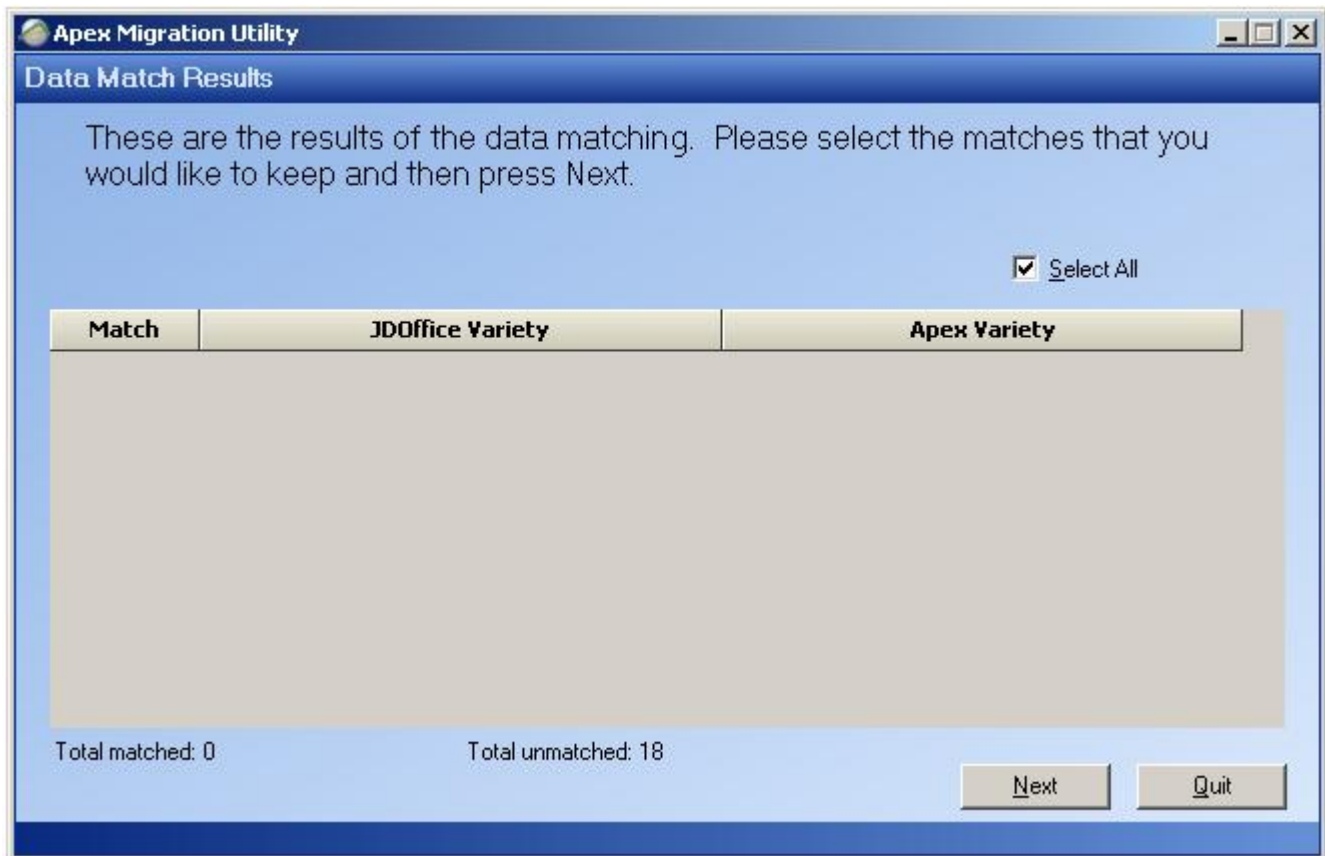
1. You will first come to a welcome screen. Select which data you want moved (setup and log data or just setup data) and click Next.



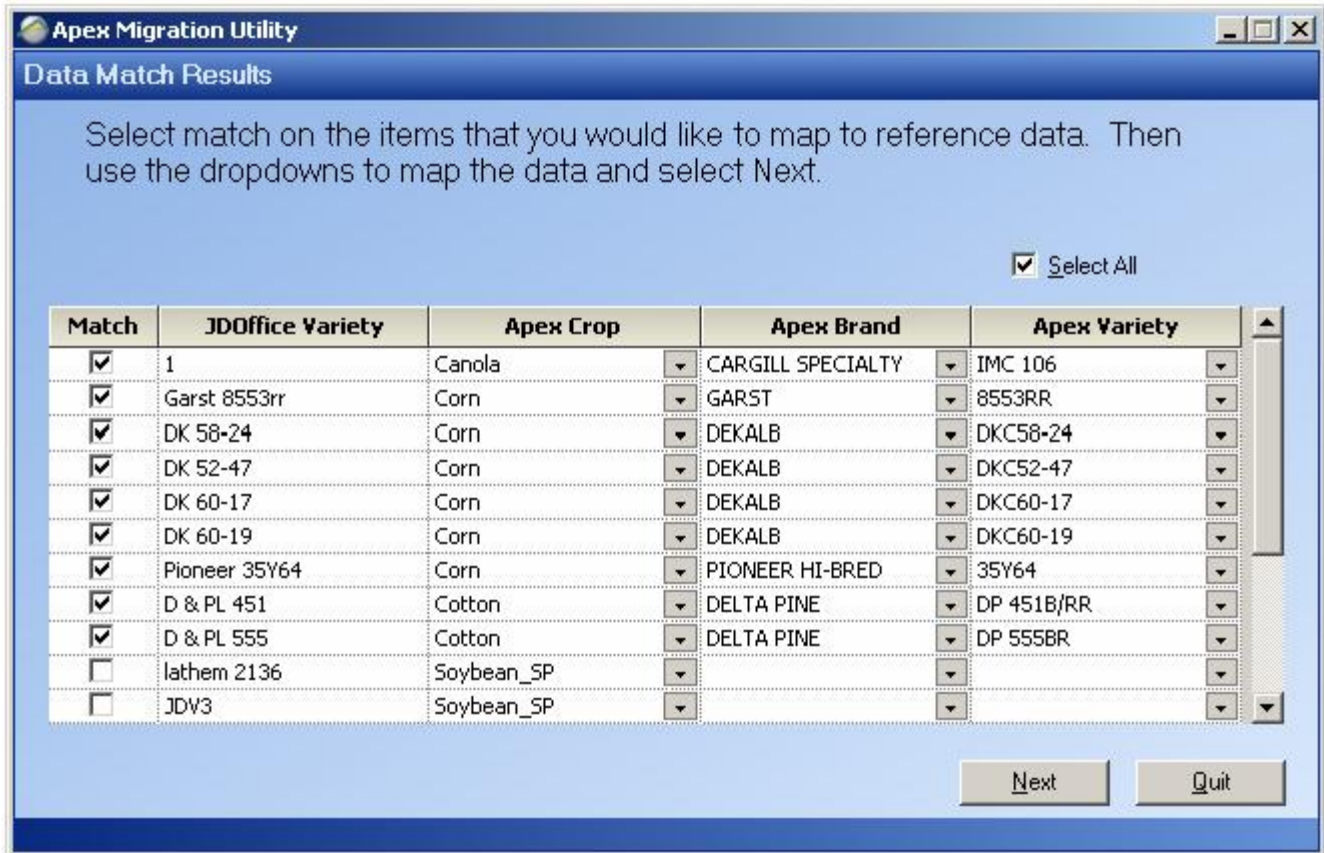
2. Click in each box to select what specific setup data you want to migrate. If you want everything; click Select All. Then click Next.



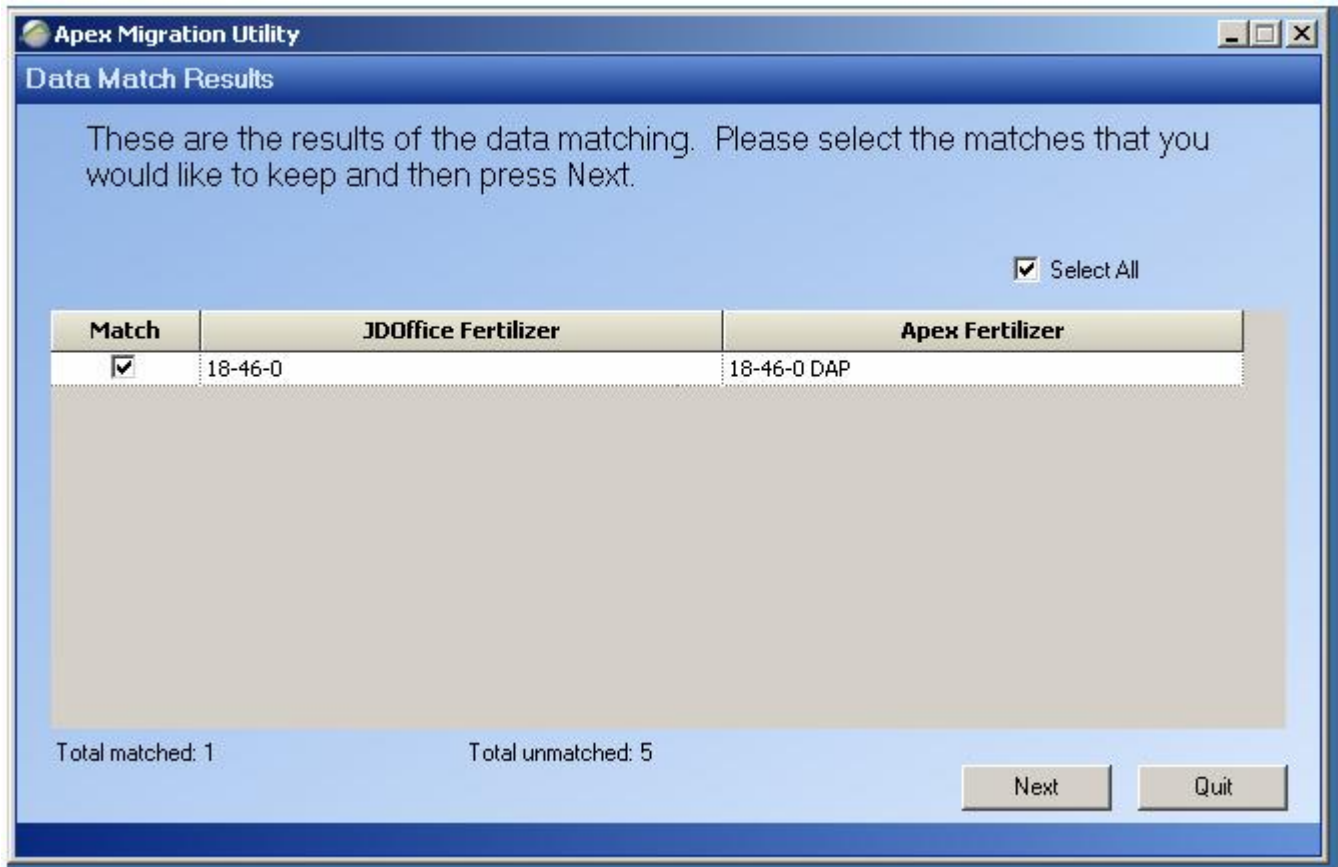
3. A screen will populate each variety that was the same between JDOOffice 1.5 and Apex. If you want to keep each match that was found click Select All and click Next.



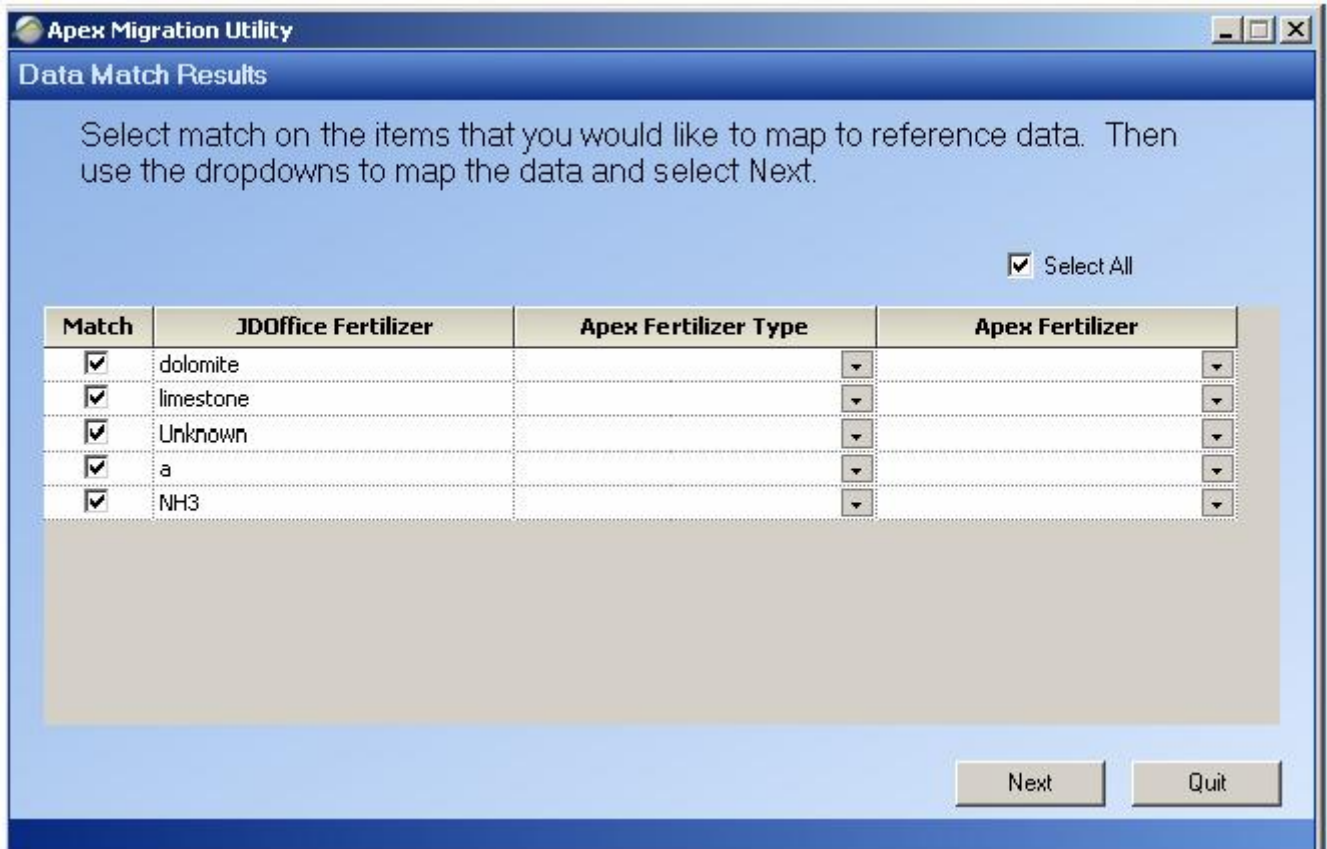
4. Click in the Match box and put a check next to the items you want to map to reference data. Click on the dropdowns to map. Click Next.



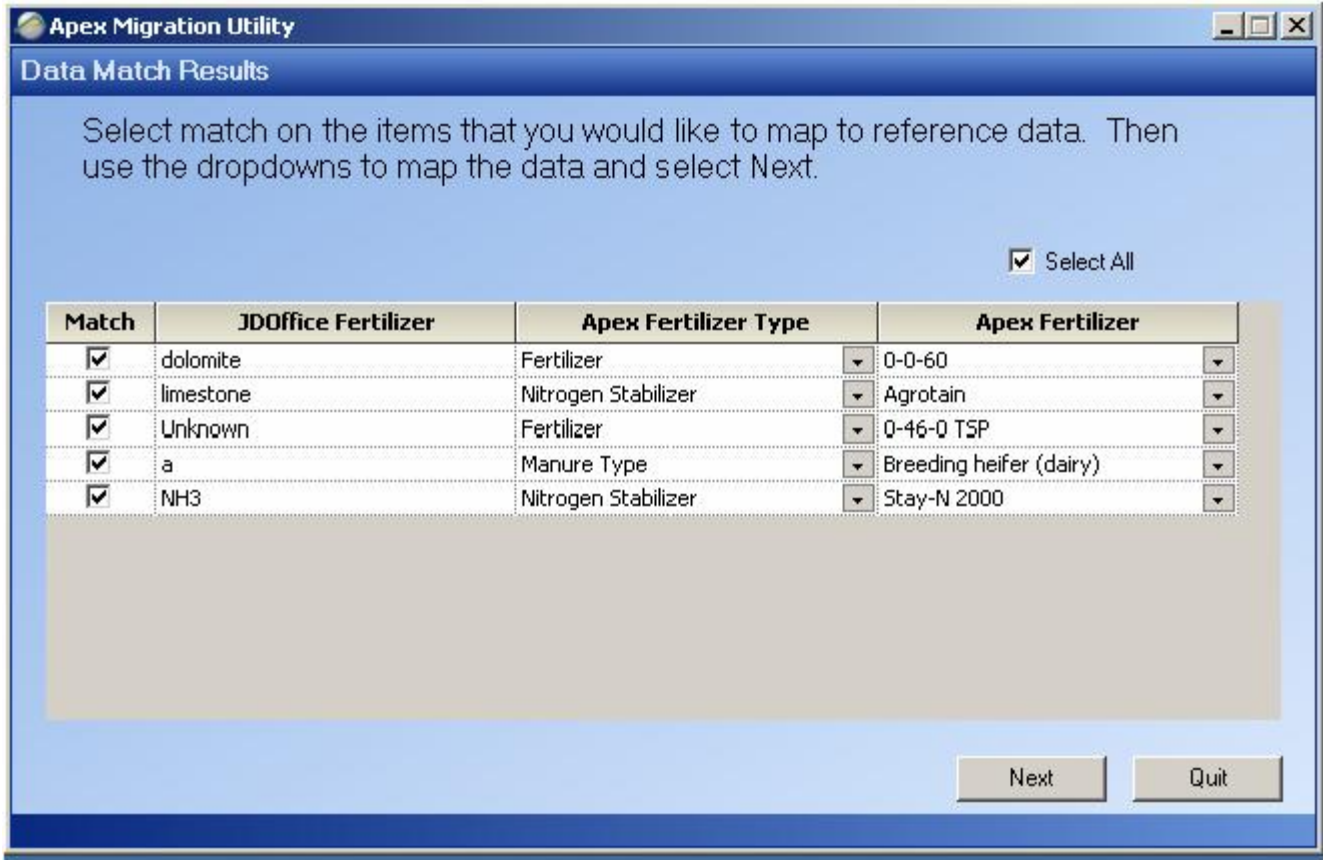
5. Place checks in the match column for fertilizers you would like to transfer to Apex, and then press Next.



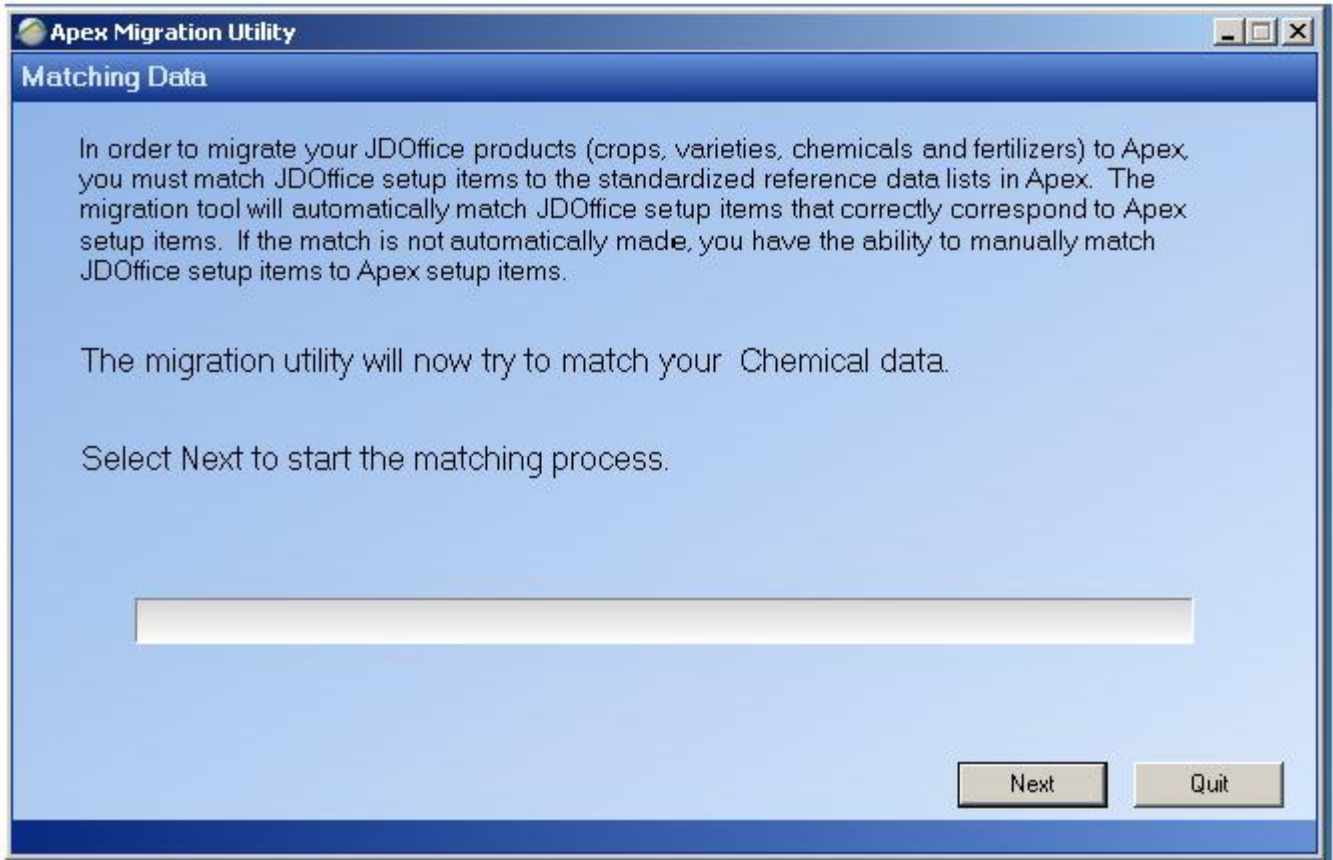
- Fertilizers that could not be matched will be listed. Place checks next to the items you would like to transfer to Apex. Then use the drop downs for Apex Fertilizer Type and Apex Fertilizer to find the closest match.



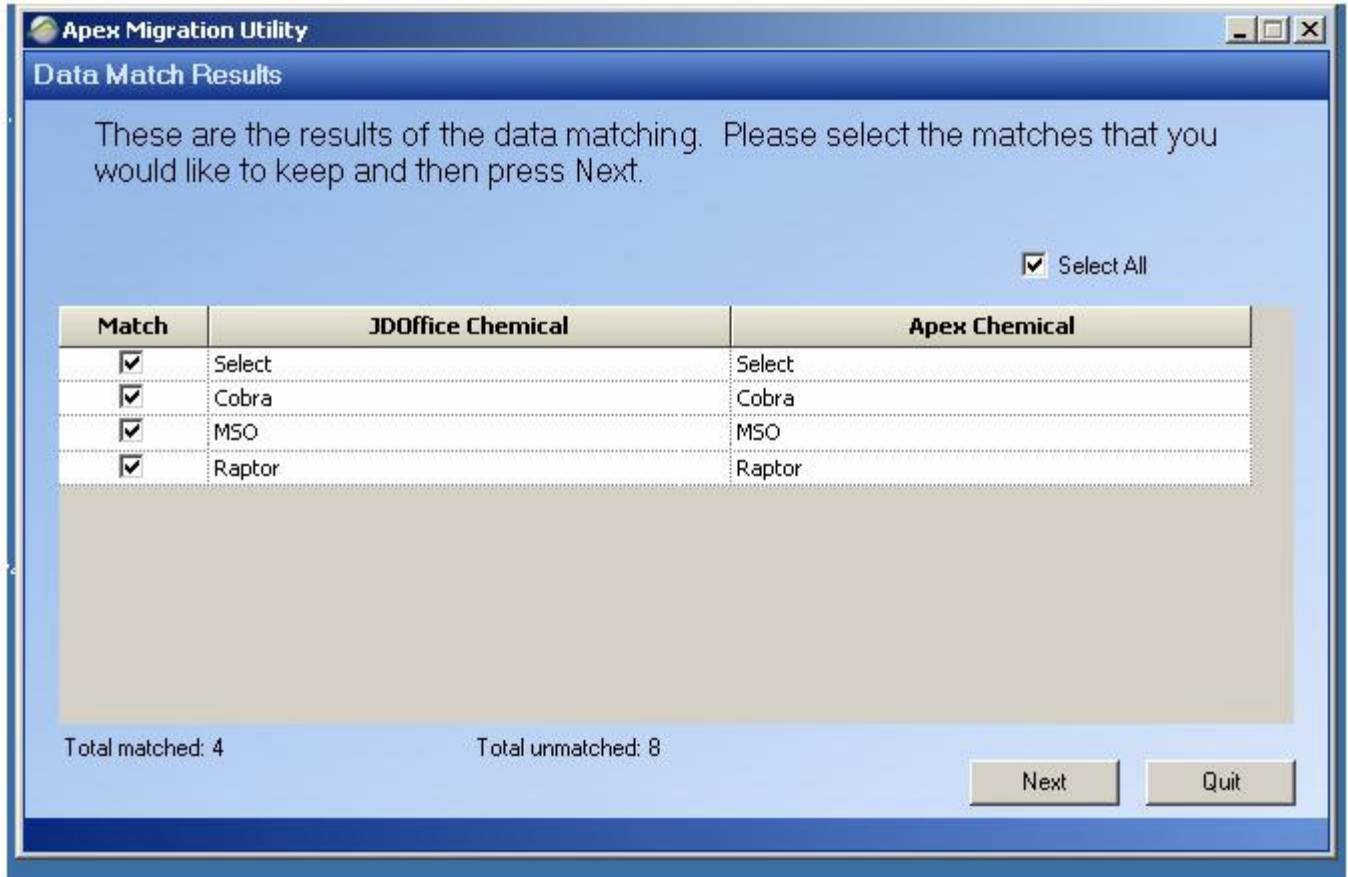
7. Once all the fertilizers are matched, select Next.



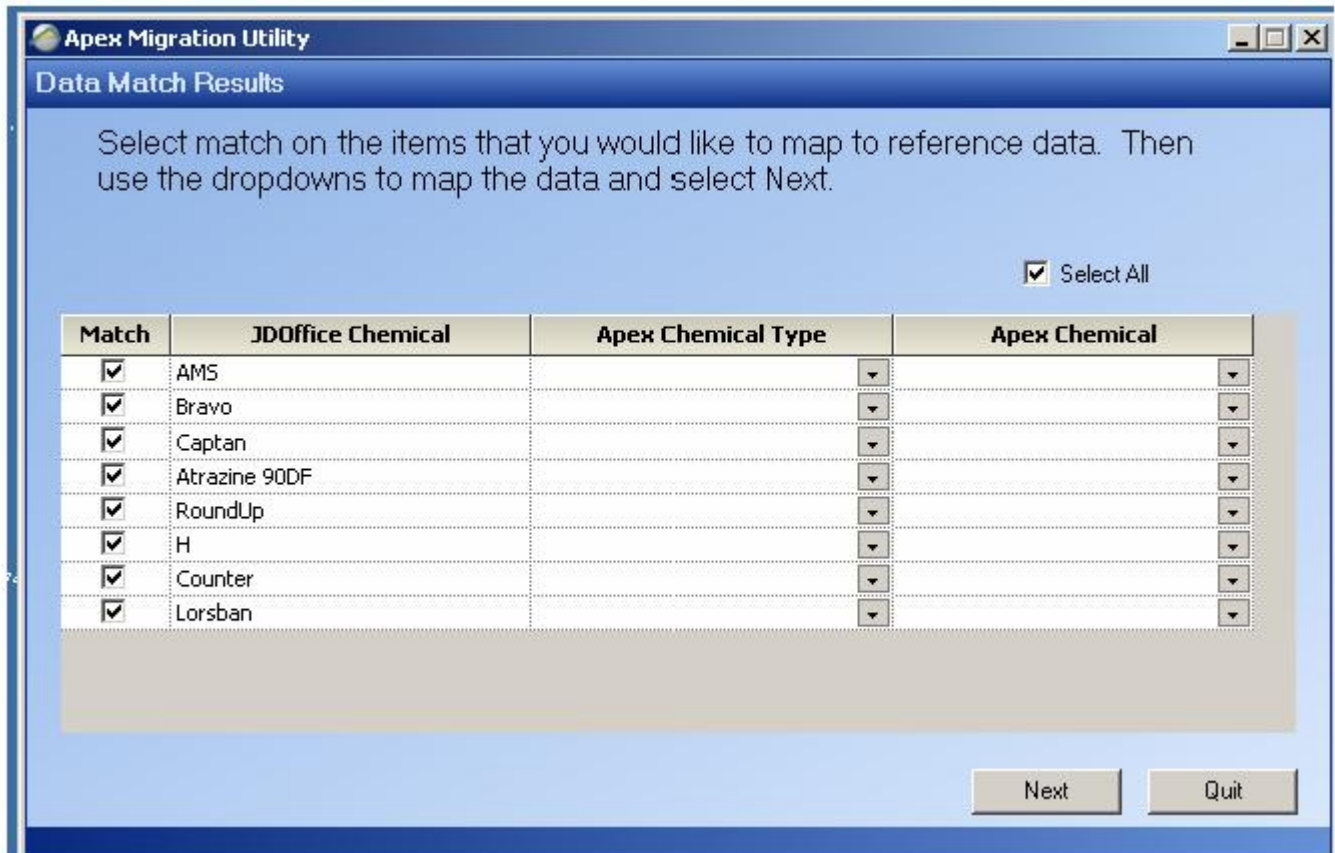
8. Next, Chemical data will try to be matched.



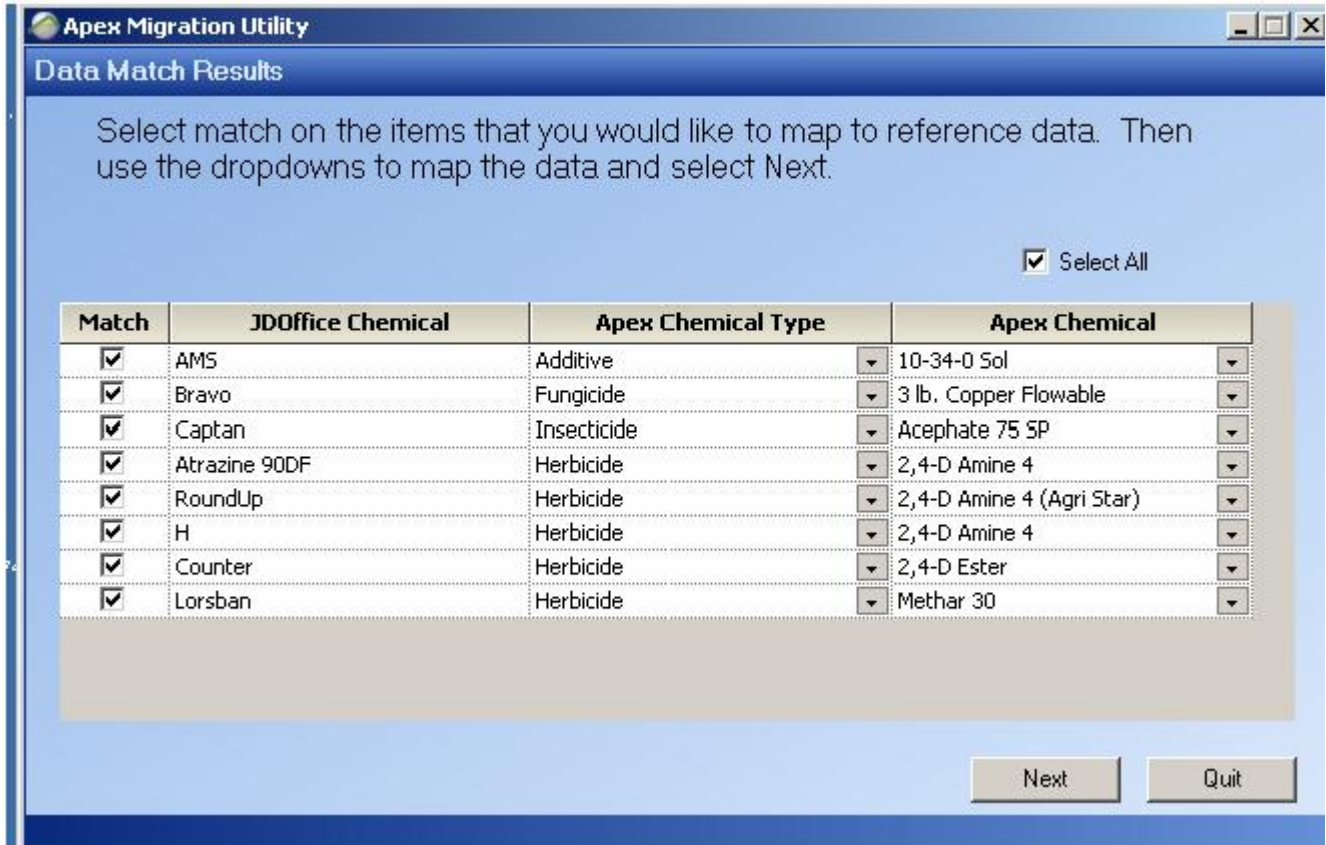
9. Place checks in the match column for fertilizers you would like to transfer to Apex, and then press Next.



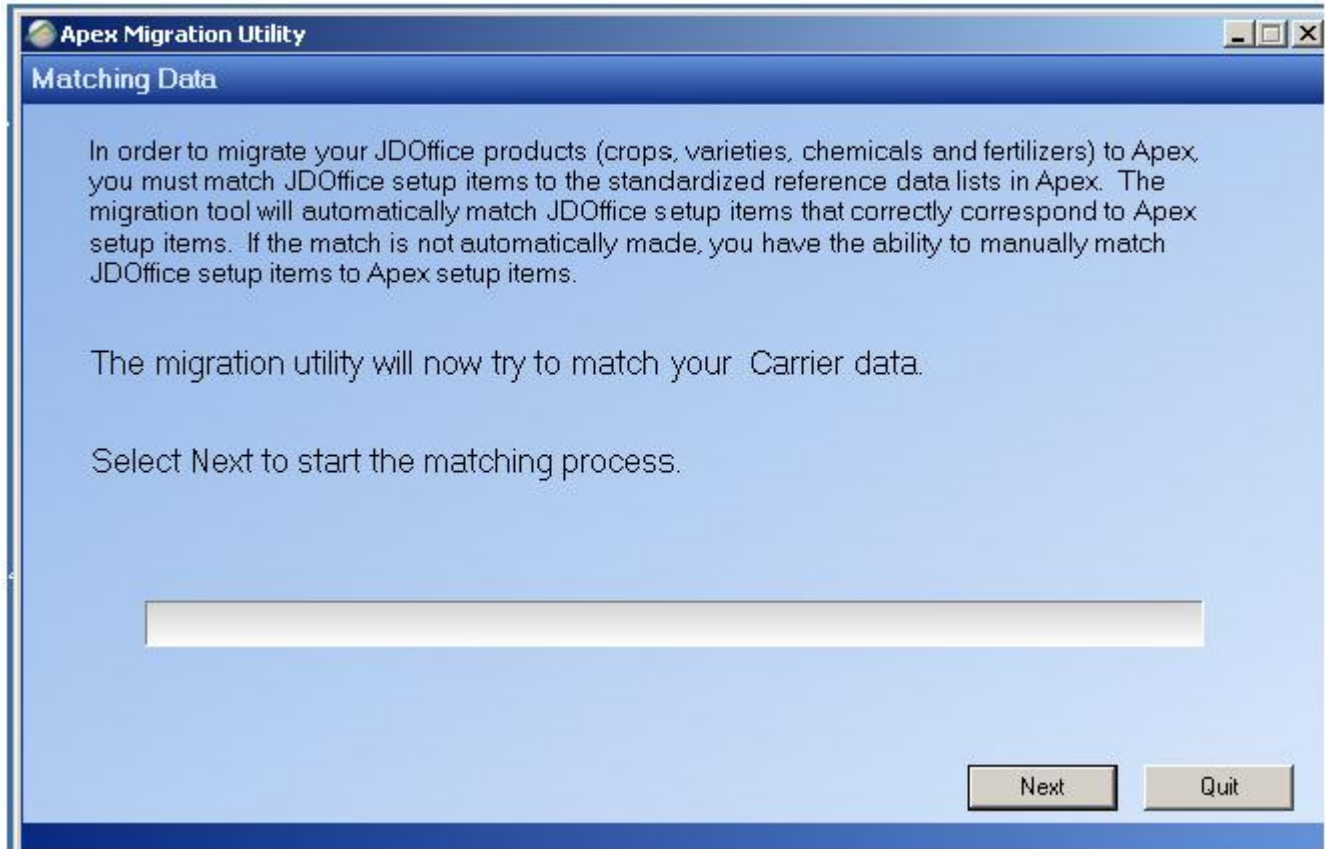
- Chemicals that can not be automatically matched will now be listed. Place checks in the match column for chemicals that you would like to transfer to Apex. Then use the drop downs for Apex Chemical Type and Apex Chemical to find the closest match.



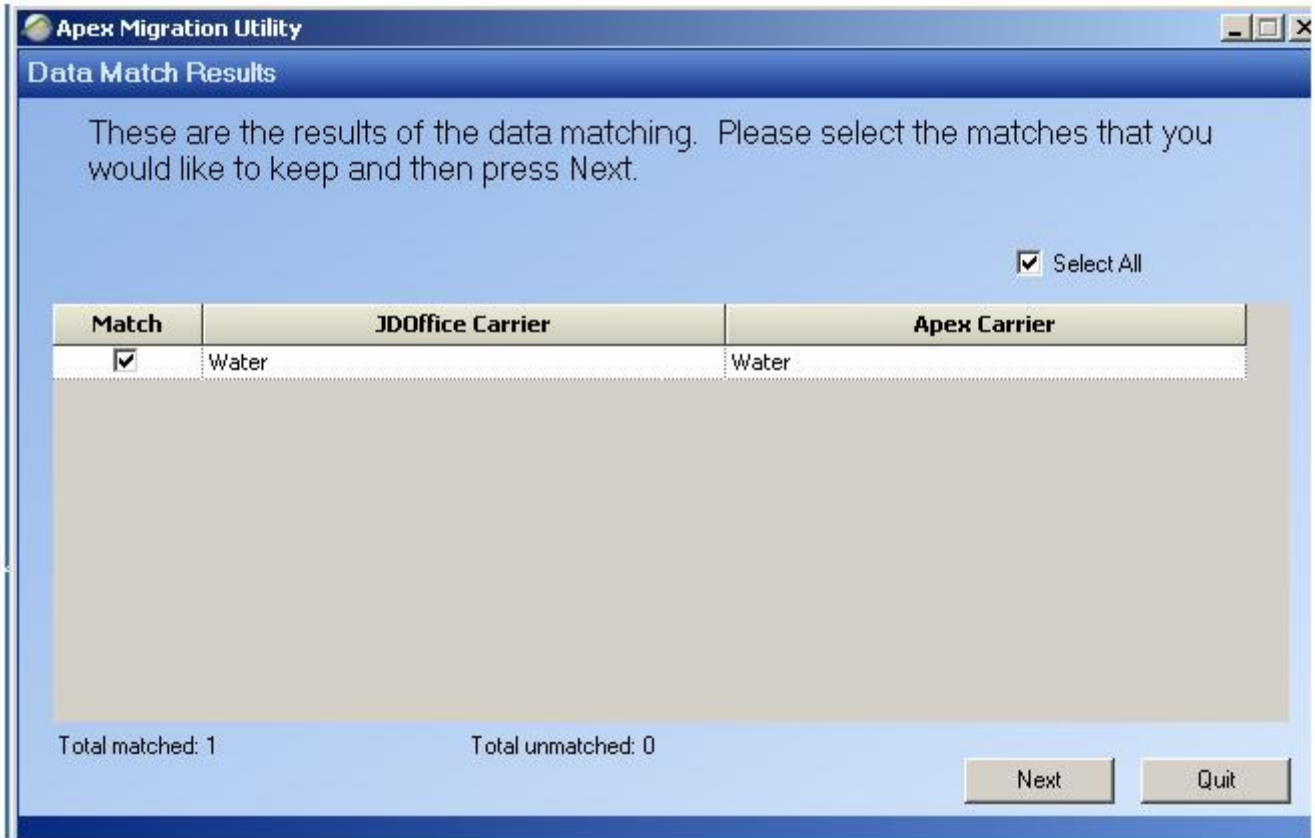
11. Once all desired chemicals are matched, press the Next button.



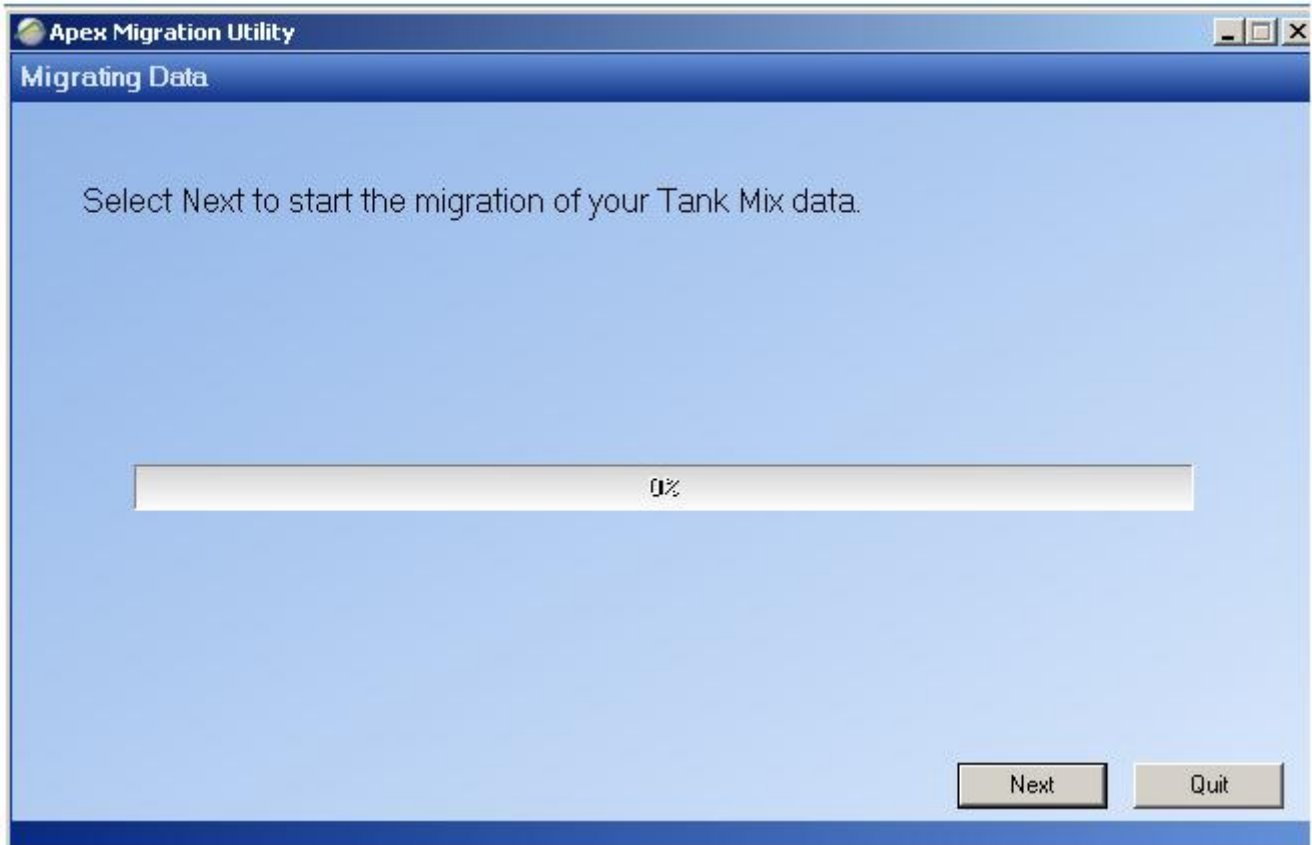
12. Next, Carrier data will try to be matched.



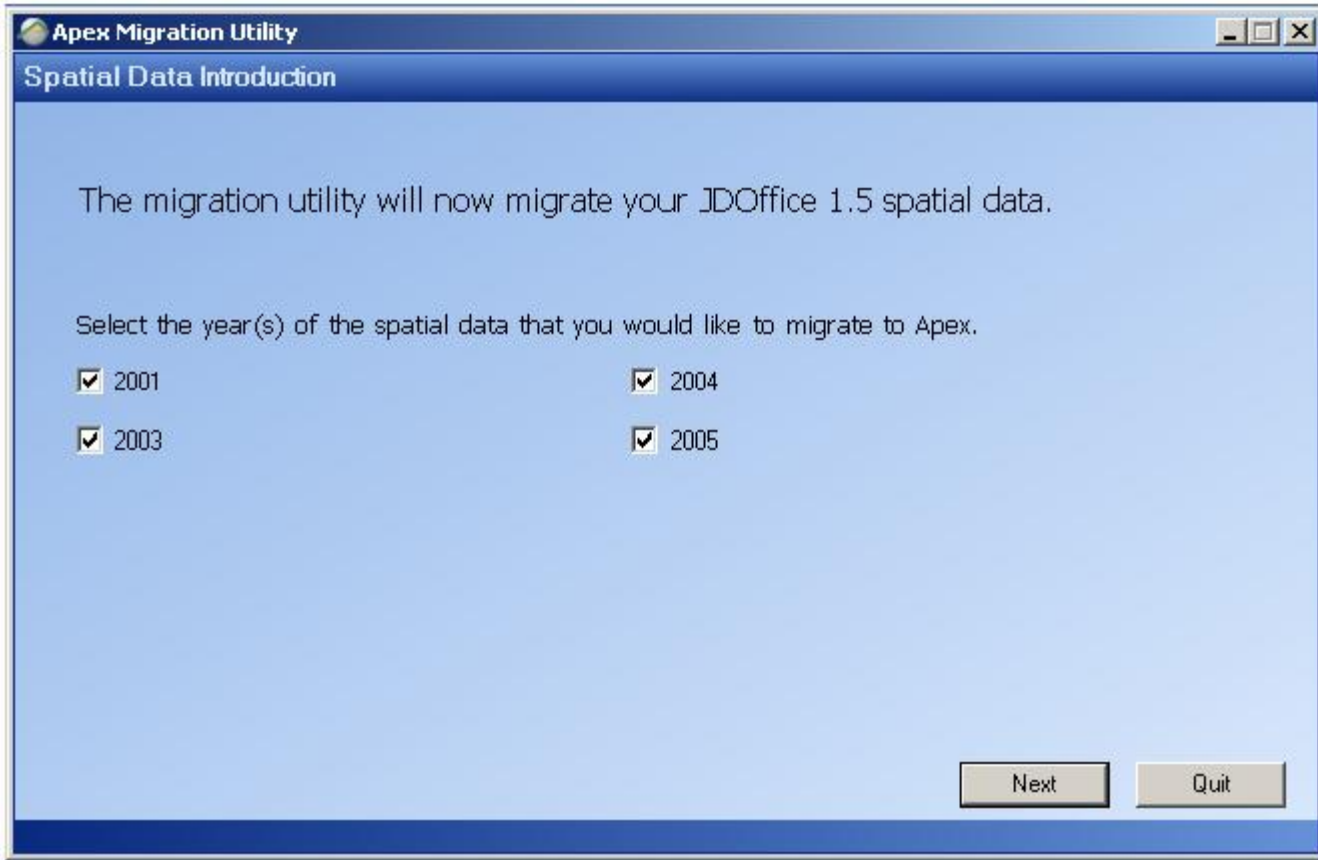
13. Place checks in the match column for carriers you would like to transfer to Apex, and then press Next.



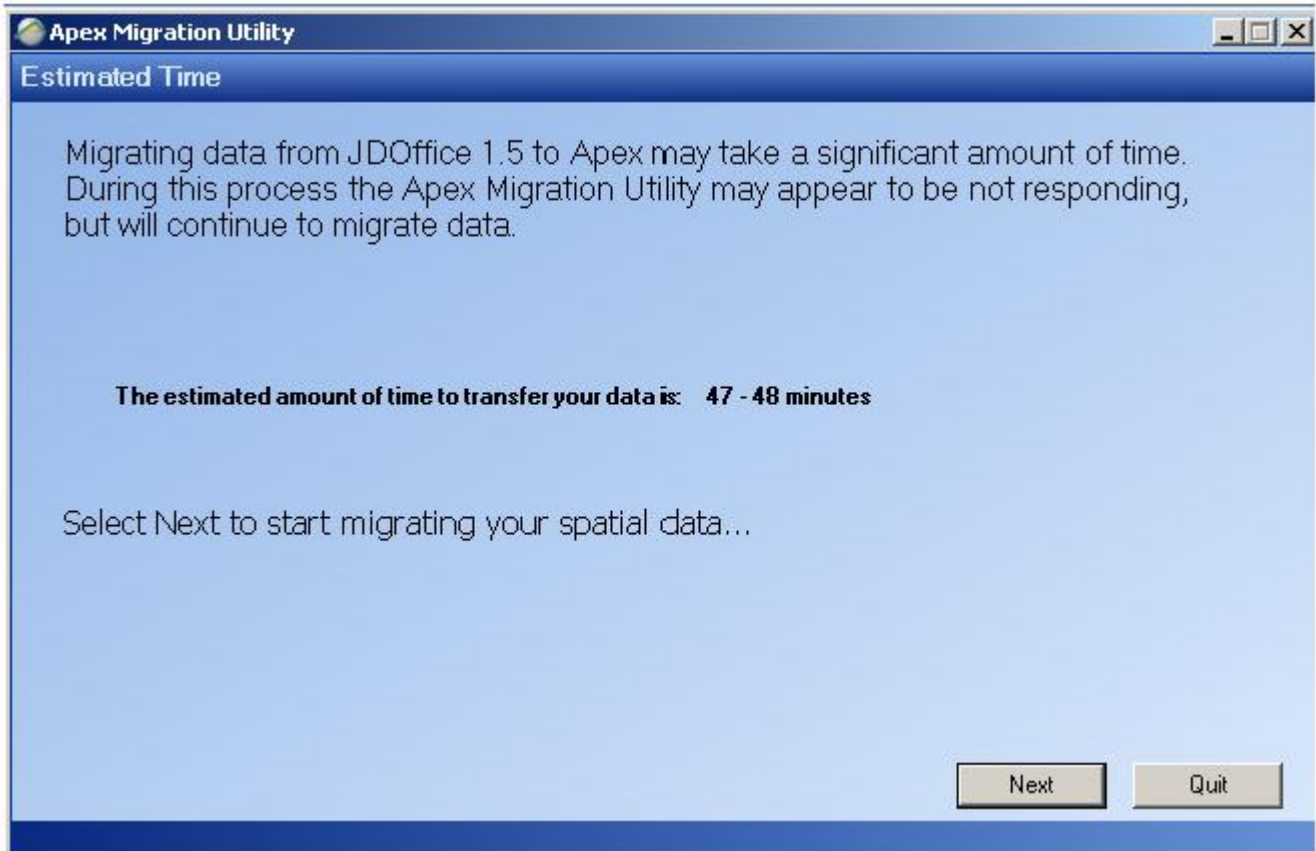
14. Next, Tank Mix data will be transferred based off of the previously selected chemicals and carriers.



15. Place a check in the box to select the year(s) of the spatial data you would like to migrate to Apex.



16. After you have selected the year(s) you would like to migrate data for, the migration utility will display the estimated time to migration your data from JDOffice 1.5 to Apex. **Note:** The migration of data may take several hours depending on the amount of data and computer specifications.



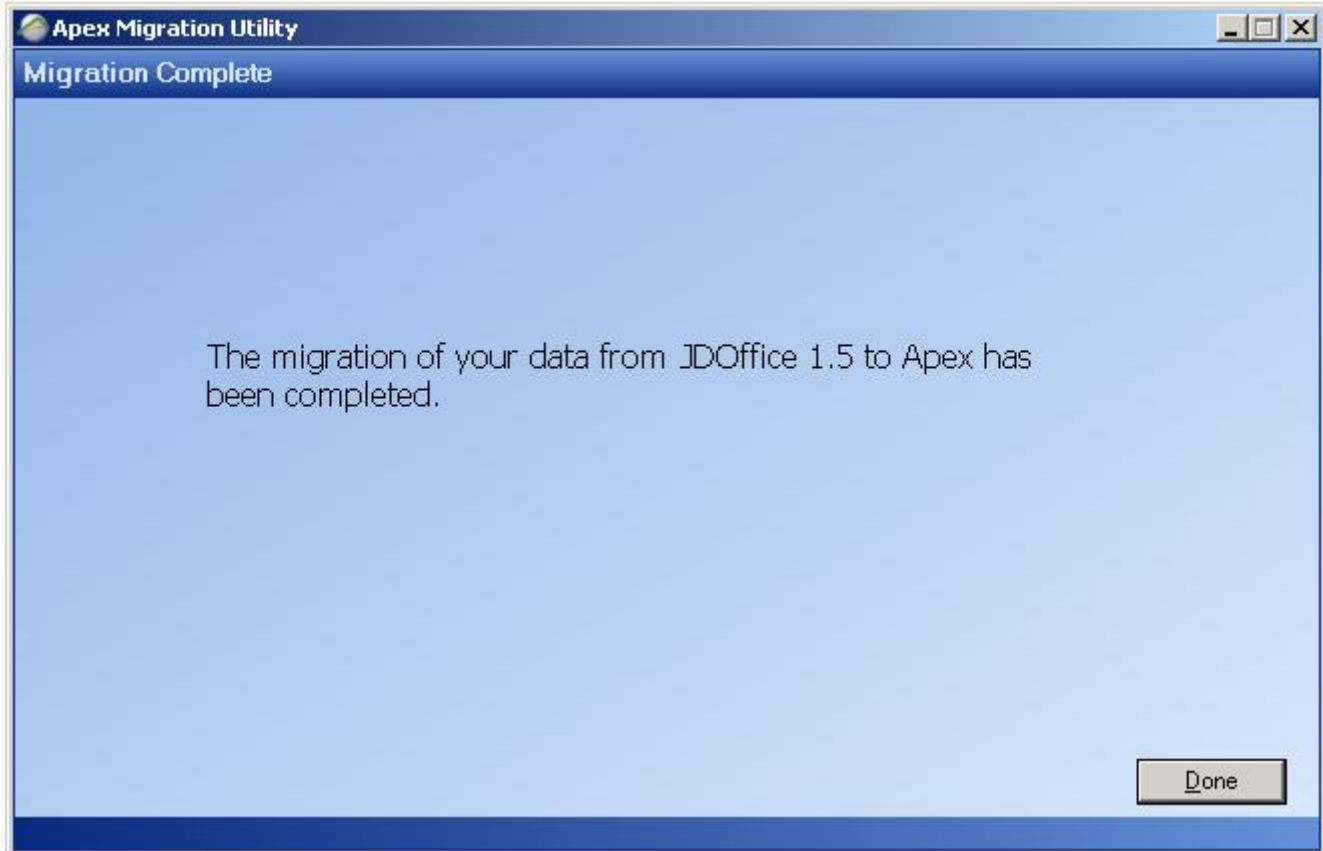
17. The migration utility will transfer files by year, starting with the first year you selected.



18. The migration utility will display the estimated unload time for the year and the estimated time remaining.



19. Once the migration utility has finished migrating files from JDOOffice 1.5 to Apex, select the done button to close the Apex migration utility. **Note:** Even though JDOOffice 1.5 files have been migrated to Apex, it is recommended keeping JDOOffice 1.5 on your computer.



Apex Migration Utility

Migration Complete

The migration of your data from JDOffice 1.5 to Apex has been completed.

Done