7 WAYS TO MAKE YOUR UPGRADE EASIER (AND MINIMIZE BUSINESS RISK)

Upgrading your technology solutions can seem like a daunting task, but doing so is vital to realizing the return on your investments. Regular software upgrades ensure that your organization benefits from new features, functionality and a better user experience.

So how can you reap the full benefits of upgrading while mitigating business risk? Here are seven ways to ensure an effortless, pain-free upgrade.

1. Communicate, communicate, communicate

A smooth upgrade begins when everyone knows it is coming. Make sure both business and technical stakeholders understand why the organization is choosing to upgrade and give them a voice in the process.

2. Get the lay of the land

Get a better understanding of your software needs by communicating with your stakeholders and end users. Getting the lay of the land helps you determine both the scope of your project and which upgrade path is best.

3. Choose your upgrade path

There are two ways to upgrade your content management solution:
- Traditional upgrade: the all-at-once method is fast, but carries more risk if there’s an issue with the newer release.
- Incremental parallel upgrade: a phased approach enables you to make smaller, less risky upgrades.

4. Know your slow time

Lower your risk by upgrading during your organization’s slow time.

5. Don’t forget third-party integrations

If your solution integrates with third-party software, find out if there are plans to update these to newer versions — and make sure they are compatible with your upgrade.

6. Test, test and test again

Having a test system as part of your upgrade strategy is a must.

7. Utilize vendor support

Visit Hyland.com/Cloud to explore how moving your solution to the Hyland Cloud can even further simplify upgrades while providing you with faster access to new capabilities, visit Hyland.com/Cloud

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