Considerations of planning to upgrading to Lotus Notes/Domino 6.5

IBM Software Services
25 May 2004
Planning for an upgrade

- Justifying the upgrade
- Analyzing the impact
- Re-architecting the infrastructure
- Planning for coexistence and migration
- Getting help
- Maintaining the services level
- Post-upgrade assessment and support
Planning for an upgrade

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Considerations for coexistence and migration
Considerations of planning to upgrading to Lotus ND 6.5

- Coexistence & Migration
- Client Upgrade Consideration
- Server Upgrade Consideration
- Other Interoperability Issues
Upgrade considerations for Notes clients

- Workstation requirements
- Mail functionality
- Applications upgrade
- Administration changes
Workstation requirements

- Always check for the latest information on the supported platform and system requirements
- Operating systems not supported
  - Windows Millennium and NT workstation 4.0
  - MAC OS prior OS X
- Requirement at a glance (Notes 6.5.1)

<table>
<thead>
<tr>
<th>Platform</th>
<th>Windows 95</th>
<th>Windows 2000/XP</th>
<th>Macintosh</th>
<th>Windows 98/NT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supported OS</td>
<td>Windows 95 (2nd installer minimum)</td>
<td>Windows 2000 Professional; Windows XP Professional</td>
<td>Mac OS 10.1.x</td>
<td>Windows 98; Windows NT4</td>
</tr>
<tr>
<td>Client supported</td>
<td>Notes client</td>
<td>Notes client; Domino Designer; Domino Administrator</td>
<td>Notes client</td>
<td>Notes client; Domino Designer; Domino Administrator</td>
</tr>
<tr>
<td>RAM (minimum)</td>
<td>64MB</td>
<td>128MB</td>
<td>128MB</td>
<td>64MB</td>
</tr>
<tr>
<td>Disk space (minimum)</td>
<td>275MB</td>
<td>275MB</td>
<td>250MB</td>
<td>275MB</td>
</tr>
</tbody>
</table>
## Mail Functionality: Version Interoperability

- **Client / Server functionality matrix: R5 and ND6**

<table>
<thead>
<tr>
<th>Client / Server</th>
<th>R5 Domino Server</th>
<th>Domino 6 Server</th>
</tr>
</thead>
<tbody>
<tr>
<td>R5 Client with R5 mail template</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Notes 6 Client with R5 mail template</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Notes 6 Client with Notes 6 mail template</td>
<td>Not supported</td>
<td>✓</td>
</tr>
<tr>
<td>R5 Client with Notes 6 mail template</td>
<td>Not supported</td>
<td>Mail functions work, C&amp;S is limited. No new features are available, including preferences</td>
</tr>
</tbody>
</table>
Mail Functionality: Delegation

- **Notes allow delegated access to mail and calendar**
  - Notes 6 client can access R5 and R4 mail files
  - Consider upgrade the delegate’s client at the same time as the individual
  - If not upgrade at the same time, upgrade the delegate’s client before the individual
  - E.g. Upgrade secretary (who has access to manager’s calendar or mail) before the manager
Mail Functionality: Template Upgrade

- Notes 6 mail file does not work properly on a Domino R4.6 or R5 server
  - Disable design replication for each mail file to prevent design overwritten by other replicas of earlier release

- Customized mail templates (not recommended)
  - Compare the changes with the standard Notes 6 mail template
  - Incorporated the differences to the Notes 6 mail template

- Norton Lotus Notes Virus Protection
  - Encrypted S/MIME mail will appear to be unencrypted when it is opened
Application Upgrade: On Disk Structure (ODS)

- Different On Disk Structure (ODS) level for ND6
  - R4.6 has ODS 20
  - R5.x has ODS 41
  - ND6 has ODS 43

- ODS is transparent, unrelated to the design of a database

- Problem occurs if you copy a database with a higher level ODS at the operating system level (not recommended) and then attempt to access it with an earlier release of the client or server
Application Upgrade: Test Plan and Upgrade

- R4.6 and R5 applications should function unchanged under ND6
- Test important applications in a lab environment before upgrading mission-critical production applications
- Create a list of the key features and functions in the applications and evaluate their functionality under ND6. Apply any ND6 templates and the ND6 format to applications where applicable.
Application Upgrade: Client interoperability

- **Local databases and unread marks**
  - Improved format of unread mark storage in ND6
  - All unread marks are reset if the local database is later opened with Notes or Domino R5

- **Case and accent sensitivity in view sorting**
  - R4 used the view column properties “Case-sensitive sorting” and “Accent-sensitive sorting” for strings differentiating purpose only. R5 and ND6 use them for view sorting.
  - For “Case-sensitive” property set to “on”
    - The word “dog” sorts before “Cat” in R5 and ND6 as lower case letters are sorted before uppercase letters
    - The word “Cat” sorts before “dog” in R4 irrespective of the setting
  - For “Accent-sensitive sorting” property set to “on”
    - The word “ääni” sorts before “aalto” because accented letters are sorted before non-accented letters in R5 and ND6
    - The word “aalto” sorts before “ääni” in R4 irrespective of the setting
Application Upgrade: TeamRoom Migration

- **TeamRoom migration upgrade**
  - Migrating TeamRoom 4.1 to TeamRoom (R6) must go through TeamRoom (R5)
    - Replace the design of TeamRoom 4.1 with TeamRoom (R5)
    - Run the conversation utility
    - Replace the design with TeamRoom (R6)
  - TeamRoom (R6) alternate name support when migrating from TeamRoom (R5)
    - Existing documents do not automatically generate alternate names
    - Open the existing documents and resaved by the author to display the alternate name
Administration: Policy-based administration

- Policy-based administration in ND6
- ND6 support R5 setup profiles for backwards compatibility
- Setup profiles in a Person document override policies
  - Disable setup profiles in the Person document to implement policy
- The setup, desktop, and security settings documents are supported only by Lotus Notes 6 clients
- Registration settings document have virtually no effect on R5 and earlier clients
- Welcome page administration
Administration: Upgrade options

- **Upgrade by mail**
  
  - E-mail notification system that notifies users to upgrade their Notes client and mail file templates to ND6 design
  
  - Notification message includes buttons for users to click and launch the ND6 installation program and replace the design of the mail file
  
  - Suitable to upgrade Notes R4.6 and R5 users to ND6
Administration: Upgrade options (continue)

- **Smart upgrade**
  - Upgrade the Notes client code automatically
  - Works only with Notes 6 client
  - User is notified when their client needs to be updated

- **Manual upgrade**

- **Third-party deployment options**
Considerations of planning to upgrading to Lotus ND 6.5

Coexistence & Migration

Client Upgrade Consideration

- Delegation Consideration
- Version Interoperability
- Mail Functionality
- Workstation Requirement
- Other Interoperability Issues

Application Upgrade
- Template Upgrade
- Product Interoperability

Upgrade Test Plan
- On Disk Structure
- TeamRoom Migration

Administration Changes
- Control
- Upgrade Options

Server Upgrade Consideration

Interoperability

Product Interoperability

Version Interoperability
Upgrade considerations for Domino Server

- Server requirements
- Upgrade process
- Product interoperability
Server requirements

- Always check for the latest information on the supported platform and system requirements
- Requirement at a glance (Domino server 6.5.1)

<table>
<thead>
<tr>
<th>Platform</th>
<th>Windows NT/2000</th>
<th>Windows 2003</th>
<th>AIX</th>
<th>Linux</th>
<th>Solaris</th>
<th>iSeries</th>
<th>z/OS</th>
<th>Linux on z/Series</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supported OS</td>
<td>Windows NT4; Windows 2000 Server / Advanced Server</td>
<td>Windows 2003 Standard Edition / Enterprise Edition</td>
<td>AIX 5.1; AIX 5.2</td>
<td>Redhat Enterprise Linux 2.1; UnitedLinux 1.0; Powered by UnitedLinux 1.0</td>
<td>Solaris 8; Solaris 9</td>
<td>OS/400 Version 5, Release 1 or later</td>
<td>z/OS Version 1, Release 2 or later - or - z/OSe Version 1, Release 3 or later</td>
<td>UnitedLinux 1.0 for IBM S/390</td>
</tr>
<tr>
<td>RAM (minimum)</td>
<td>128MB</td>
<td>256MB</td>
<td>192MB</td>
<td>128MB</td>
<td>192MB</td>
<td>288MB</td>
<td>1GB</td>
<td>1GB</td>
</tr>
<tr>
<td>Disk space (minimum)</td>
<td>1GB</td>
<td>1GB</td>
<td>1GB</td>
<td>1GB</td>
<td>1GB</td>
<td>1GB</td>
<td>3 33903-3 volumes</td>
<td>2.5GB</td>
</tr>
</tbody>
</table>
Process: Restructuring the current environment

- Review current environment infrastructure
- Consider re-architecting the environment
Process: Upgrade sequence

- **Minimize work and avoid disrupting users**
- **Thorough planning and preparation recommended**
- **Recommended upgrade path**
  1. Upgrade the Administration server and Administration client
  2. Upgrade the Domino Directory
  3. Upgrade Hub servers
  4. Upgrade Gateway servers (SMTP)
  5. Upgrade Mail servers
  6. Upgrade Application servers
  7. Upgrade Notes clients
  8. Upgrade applications and databases
  9. Upgrade to the new ODS
  10. Steady state (performance tuning and optimizing the environment)
  11. Utilization of new features
Process: Directory upgrade

- Upgrading a R4.6 system to the latest Maintenance Release (MR) R4.6.7a before upgrade to ND6.5
  - Avoid any UNK table issues when replicating Domino directory into a R4 server

- Review design changes in current template of Domino directory
  - Determine if customizations are still needed in the new Domino 6 design
  - Create the necessary design changes in the new Domino directory template
  - Not recommended or supported by IBM
Product Interoperability

- **Lotus companion products**
  - If you have a Domino server with language packs installed, do not upgrade that server until the updated language packs for the latest Lotus Domino release are available
  - Make sure the running IBM Lotus Sametime®, IBM Lotus QuickPlace™, or another Lotus products on the server supports ND6 before the upgrade

- **Third party products**
  - Make sure the third party solutions in the environment supports ND6 before the upgrade. This includes anti-virus software, fax software, backup and restore agents and software, user management and archiving applications, etc.
Interoperability considerations

- **Key interoperability issues**
  - Client / Mail Template
  - Calendar & Scheduling between R4 and Notes 6
  - Administrator Interoperability
Client / Mail Template

- **Interoperability between different client versions and mail templates**
  - Useful to determine the upgrade steps
  - What to be expected during the upgrade process

<table>
<thead>
<tr>
<th>Client</th>
<th>Reading R4.5/R4.6 Mail Template</th>
<th>Reading R5 Mail Template</th>
<th>Reading Notes 6 Mail Template</th>
</tr>
</thead>
<tbody>
<tr>
<td>R4.5/R4.6</td>
<td>Full functionality</td>
<td>◦ Calendar View: Can only view 30 day view</td>
<td>◦ Calendar view: Can only view 30 day view</td>
</tr>
<tr>
<td></td>
<td></td>
<td>◦ Clients &lt; 4.6.4 may see 4 errors upon opening the mail database using R5 mail template, and 2 errors upon closing the mail database</td>
<td>◦ Clients &lt; 4.6.4 may see 4 errors upon opening the mail database using R5 mail template, and 2 errors upon closing the mail database</td>
</tr>
<tr>
<td></td>
<td></td>
<td>◦ Lotus Notes 4.6.4 is the minimum Notes client release for compatibility</td>
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</tr>
</tbody>
</table>
### Considerations of planning to upgrading to Lotus ND 6.5

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## Client / Mail Template (Continue)

<table>
<thead>
<tr>
<th>Client</th>
<th>Reading R4.5/R4.6 Mail Template</th>
<th>Reading R5 Mail Template</th>
<th>Reading Notes 6 Mail Template</th>
</tr>
</thead>
<tbody>
<tr>
<td>R5 Notes client</td>
<td>Full functionality</td>
<td>Full functionality</td>
<td>Mail view</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- Can do anything that you could do in mail in R5</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- Do not have any of the new Notes 6 functionality because you don’t have the Notes 6 binaries to support it</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Calendar view and to Do view</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- Can read calendar entries, but cannot act on them or delete them</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- Can see all R5 calendar views, but not new Notes 6 views</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- No soft deletes</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>- Cannot access preferences form</td>
</tr>
<tr>
<td>Notes 6 client</td>
<td>Full functionality</td>
<td>Full functionality</td>
<td>Full functionality</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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## Notes

- **Client / Mail Template**: This table shows the functionality available for different clients when reading R4.5/R4.6, R5, and Notes 6 mail templates.
- **Full functionality**: Users have access to all features of the respective mail client.
- **Mail view**: Additional features that can be accessed in the mail view.
- **Calendar view and to Do view**: Additional features that can be accessed in the calendar view and to-do list.
- **Note**: All clients have full functionality for reading R4.5/R4.6 and R5 mail templates. However, when reading Notes 6 mail templates, R5 Notes clients lack some features like soft deletes and access to preferences forms.
C&S between R4 and Notes 6

General rules about reschedule notices for repeating meeting when an R4 chair/participant is involved:
1. You must add the invitation to your calendar before processing any reschedules.
2. Reschedules must be processed in the order received because a reschedule adjusts each calendar entry by an offset, not an absolute value. Applying them out of order may cause undesirable results.
3. Reschedules are keyed off of a particular repeat instance. This instance must appear on the Calendar in order for the reschedule to be applied.

To determine the instance in question:
- The reschedule’s Start Date Time and End Date Time fields should match the repeat instance’s Start Date Time and End Date Time fields.
- In addition, the repeat instance will have a Form field with the value of Appointment and the Calendar Date Time field should be the same as Start Date Time field. The Form field differentiates the document from a workflow notice. The presence of a Calendar Date Time field causes the document to display in the Calendar views.
- The reschedule will either be a child document of the repeat instance, or a child of the same parent as the repeat instance.
C&S between R4 and Notes 6 (continue)

- Place all R4 mail onto Domino 6 servers have a number of improvements on C&S
- Notes 6.0 with Notes R4.6 invitees

<table>
<thead>
<tr>
<th>Notes 6.0 chair</th>
<th>4.6 Invitee with 4.6 server</th>
<th>4.6 invitee with 6.0 server</th>
</tr>
</thead>
<tbody>
<tr>
<td>Invite and reschedule repeating meetings</td>
<td>Not available</td>
<td>Available unless messages are encrypted</td>
</tr>
</tbody>
</table>
| Add invitee to repeat meeting – All | Not available | Available with the following limitation:
On the invitation form in the section entitled “Repeating meeting information”,
the line beginning with “This meeting repeats” will have missing dates.
However, the following line, “Meeting Dates”, will be accurate. |
| Add invitee to repeat meeting – Partial | Not available | When multiple partial invitations are sent by the Chair:
- Merges the dates into first invitation if it has not been added to the calendar
- Attempts to keep the beginning of the repeat meeting accurate
- Subsequent invitations are always changed into a confirmation
On the invitation form in the section entitled “Repeating meeting information”,
the line beginning with “This meeting repeats” will have missing dates.
However, the following line, “Meeting Dates”, will be accurate. |
### C&S between R4 and Notes 6 (continue)

#### Notes 6.0 with Notes R4.6 invitees (continue)

<table>
<thead>
<tr>
<th>Notes 6.0 chair</th>
<th>4.6 Invitee with 4.6 server</th>
<th>4.6 invitee with 6.0 server</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remove and re-add to a repeat meeting</td>
<td>Not available</td>
<td>Behaves the same way as “Add Invitee to Repeat Meeting – Partial”. To work around the case when the invitation was previously added to the calendar, remove all documents related to the meeting before being re-added.</td>
</tr>
<tr>
<td>Send updated information</td>
<td>Not available</td>
<td>Changes the update info notice into a confirmation.</td>
</tr>
</tbody>
</table>

#### Notes 6.0 with Notes R4.6 chair

<table>
<thead>
<tr>
<th>Notes 6.0 Invitee</th>
<th>4.6 Chair with 4.6 server</th>
<th>4.6 Chair with 6.0 server</th>
</tr>
</thead>
<tbody>
<tr>
<td>Autoprocess repeat meeting</td>
<td>Not available</td>
<td>Only support for invitations; reschedules are not processed</td>
</tr>
</tbody>
</table>
Administrator client

- **Extended ACLs in a mixed-release environment**
  - To replicate changes from a Domino R5 server to a Domino 6 server, the Domino 6 server must pull the changes from the Domino R5 server.
  - During Domino 6 to Domino R5 replication, the Domino 6 server only replicates to the Domino 5 server the database contents that the Extended ACLs allow the Domino 5 server to access.
  - Domino R5 servers and earlier releases do not enforce Extended ACL rules.
  - R4.x, R5.x and Lotus Notes 6 clients respect extended ACL restrictions set on directory replicas on a Lotus Domino 6 server.
Plan more

... not just the coexistence and migration
Lotus ND 6.5 Upgrade Roadmap

1. Technical Assessment
2. Infrastructure Design
3. Coexistence and Migration Strategy
4. Upgrade
5. Transformation Management
6. Post Upgrade Assessment and Support
7. Project Management
Questions