

## How to Move a Repository

<https://campus.barracuda.com/doc/46206308/>

### Requirements

You must have proper file permissions on the existing repository location, the new repository location, and proper user permissions to run ArchiveOne.

Do not attempt to archive to a repository while it is being moved.

### Prevent Archiving During Repository Move

#### Step 1. Stop Policies

1. On the Archive server, open the ArchiveOne Admin console.
2. Right-click the [Policies Node](#), and click **View Status**.
3. Click the **Mailboxes** tab, and if the first phase is running, click **Stop the current policies**. If the second phase is running, click **Stop second phase**.
4. Click the **Journals** tab, and if the first phase is running, click **Stop the current policies**. If the second phase is running, click **Stop second phase**.
5. Click the **PSTs** tab, and if the first phase is running, click **Stop the current policies**. If the second phase is running, click **Stop second phase**.
6. Both phases should now display as **Not running**. Click **Close status window**, and then close the ArchiveOne Admin console.

#### Step 2. Stop ArchiveOne Services

1. Type `services.msc` in the **Start Search** box, and press **Enter**.
2. In the **Services** window, right-click **ArchiveOne Data Manager Service**, and click **Properties**.
3. From the **Startup type** drop-down menu, select **Disabled**, and click **Stop**. Click **OK**.
4. In the **Services** window, right-click **ArchiveOne Journal Data Manager Service**, and click **Properties**.
5. From the **Startup type** drop-down menu, select **Disabled**, and click **Stop**. Click **OK**.
6. In the **Services** window, right-click **ArchiveOne PST Data Manager Service**, and click **Properties**.
7. From the **Startup type** drop-down menu, select **Disabled**, and click **Stop**. Click **OK**.

The **ArchiveOne Data Manager Service**, **ArchiveOne Journal Data Manager Service**, and

**ArchiveOne PST Data Manager Service** are now stopped and disabled. No archiving to any repository can take place until the services are restarted.

### Step 3. Remove the Repository from the Repository Index Selection

1. On the **Start** menu, click **ArchiveOne Index Optimizer Configuration**.
2. If the repository you are going to move is listed in the **Repository index selection**, click **Stop** to stop processing.
3. Select the repository in the list, and click the **Remove**. Click **Close** to exit the configuration.

## Move the Repository

Once you have confirmed no archiving can take place on the repository, complete the following steps based on your installed version.

### ArchiveOne for Exchange, Versions 7.0 and Higher

1. On the Archive server, open the ArchiveOne Admin console. Confirm the current location of the repository's Index and Data folders:
  1. Expand the **Mailbox Repositories** or **Journal Repositories** node, right-click the repository to be moved, and click **Properties**.
  2. Click the **Index** tab, and note the **Index base Directory** location, for example, **\Repositories\Year\_2015\Index**
  3. Click the **Settings** tab, and note the **Archive Base Directory** location, for example, **E:\Repositories\Year\_2015\Archive**
  4. Click the **Temporary Data** tab, and note the Temporary Data location, for example, **E:\Repositories\Year\_2015\Index**
2. Copy the repository parent directory, including the Index, Archive, and Temp sub-folders, to the new location. This will allow the end-users to continue to retrieve archived messages uninterrupted.
3. Once the directory is copied, view the folder security permissions and verify that the ArchiveOne service account has Full Control permissions on the new repository location.
4. Update the repository configuration to the new location:
  1. In the ArchiveOne Admin console, expand the **Mailbox Repositories** or **Journal Repositories** node, right-click the repository that has been moved, and click **Run Repository Configuration Wizard**.
  2. In the Wizard, click **Next** until the **Index Location** page displays, and then update the **Index Based Directory** to the new repository Index folder path, and click **Next**.
  3. On the **Temporary Data** page, update the **Temporary Data Directory** to the new repository Temporary Data folder path, and click **Next**.
  4. On the **Archive Location** page, update the **Archive Base Directory** to the new repository Archive folder path, and click **Next**.
  5. Click **Next**, and then click **Finish**.

5. Type `services.msc` in the **Start Search** box, and press **Enter**.
6. In the **Services** window, right-click **ArchiveOne Data Manager Service**, and click **Properties**.
7. From the **Startup type** drop-down menu, select **Manual**, and click **OK**.
8. In the **Services** window, right-click **ArchiveOne Journal Data Manager Service**, and click **Properties**.
9. From the **Startup type** drop-down menu, select **Manual**, and click **OK**.
10. In the **Services** window, right-click **ArchiveOne PST Data Manager Service**, and click **Properties**.
11. From the **Startup type** drop-down menu, select **Manual**, and click **OK**.
12. On the **Start** menu, click **ArchiveOne Index Optimizer Configuration**, and click **Add**.
13. Enter the Configuration Server name, and click **Find** to rediscover the repository.
14. Select the repository, and click **OK**. The repository is added to the configuration list.
15. Click **Start** to begin optimization, and then click **Close**.

#### ArchiveOne for Exchange, Versions 6.6 and Earlier

1. On the Archive server, open the ArchiveOne Admin console. Confirm the current location of the repository's Index and Data folders:
  1. Expand the [Mailbox Repositories](#) or [Journal Repositories](#) node, right-click the repository to be moved, and click **Properties**.
  2. Click the **Index** tab, and note the **Index base Directory** location, for example, `\Repositories\Year_2015\Index`
  3. Click the **Settings** tab, and note the **Archive Base Directory** location, for example, `E:\Repositories\Year_2015\Archive`
  4. Click the **Temporary Data** tab, and note the Temporary Data location, for example, `E:\Repositories\Year_2015\Index`
2. Copy the repository parent directory, including the Index, Archive, and Temp sub-folders, to the new location. This will allow the end-users to continue to retrieve archived messages uninterrupted.
3. Once the directory is copied, view the folder security permissions and verify that the ArchiveOne service account has Full Control permissions on the new repository location.
4. Update the repository configuration to the new location:
  1. In the ArchiveOne Admin console, expand the **Mailbox Repositories** or **Journal Repositories** node, right-click the repository that has been moved, and click **Run Repository Configuration Wizard**.
  2. In the Wizard, click **Next** until the **Index Location** page displays, and then update the **Index Based Directory** to the new repository Index folder path, and click **Next**.
  3. On the **Archive Location** page, update the **Archive Base Directory** to the new repository Archive folder path, and click **Next**.
  4. Click **Next**, and then click **Finish**.
  5. Right-click the repository, and click **Properties**.
  6. On the **Temporary Data** tab, edit the **Temporary Data** location to the new path, and click **OK**.
5. Type `services.msc` in the **Start Search** box, and press **Enter**.

6. In the **Services** window, right-click **ArchiveOne Data Manager Service**, and click **Properties**.
7. From the **Startup type** drop-down menu, select **Manual**, and click **OK**.
8. On the **Start** menu, click **ArchiveOne Index Optimizer Configuration**, and click **Add**.
9. Enter the Configuration Server name, and click **Find** to rediscover the repository.
10. Select the repository, and click **OK**. The repository is added to the configuration list.
11. Click **Start** to begin optimization, and then click **Close**.

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