

When installing ARM software to a new computer, information from the old ARM computer can be transferred to the new computer for an easier transition. This can include program settings, personal validation lists, views, and report sets.

Follow the below steps to create a "migration package" of this information on the old computer and then transfer this package and license activation to the new computer.

## 1. Initial setup

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It is recommended to use an external drive to export the migration package, so the information can be easily transferred to the new computer. Examples of common external drives include:

- USB flash drive
- SD card
- Network drive

After an external drive is connected to the computer, open ARM and select **Tools > Options > File** tab. Then for the **Backup** option browse to the location of this drive. We will see in the next step that ARM creates the migration package in this Backup location.

## 2. Create Migration Package

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Now select **Utilities > Migrate Studies and Settings to New Computer** to begin.

### Current migration path

By default, ARM saves the migration package to the **Backup** path specified in the Options dialog > File tab. If the saved path is valid, then no action is required and ARM automatically moves to the next step.

Otherwise ARM prompts to select a folder. Browse to an external drive to save the migration package, and select Next.

### Select components to migrate

Next, select what to include in the migration package.

*Note: these options include all ARM customized versions. The Scout settings and files are not included in this migration, because Scout is a separate program not maintained by GDM.*

#### Settings Folder options

Include changes made to ARM windows, dialog options, and current report options.

#### Personalization of study definition files

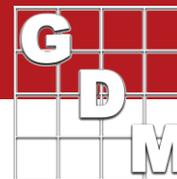
Include all personal validation lists/dictionaries, reports sets, editor views, SE files, and other personal study definition files.

#### Study data files

Include all study files from known study paths saved on the local computer. Note that files saved on a network drive are not included, as the new PC should have access to the network as well.

After selecting which components to migrate, select **Finish** to build the migration package.

If the package is saved to a removable drive (such as an SD card), then close ARM and eject the device within Windows before physically removing the drive. In Windows Explorer, right-click on the drive and select **Eject** to safely remove the device, to ensure that files are successfully saved.



## 3. Manage ARM Activation

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In order to install ARM on the new PC, the old computer needs to be deactivated first.

1. On the old computer, start ARM and select **Help > Deactivate this ARM**.  
This releases the activation from the old computer, so that the new PC can be activated.
2. Next, install ARM on the new PC. See [Download ARM](#) for the download link and installation steps.
3. After ARM has been installed, start the program. After logging in, ARM prompts to activate the current PC. Select **OK** to activate the new PC and open ARM.

## 4. Load Migration Package

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The very first time ARM is opened on the new PC, the new installation wizard provides an opportunity to load a migration package. If this step is missed, a package can be loaded at any time by selecting **Utilities > Load Migration Package**. Note that changes to settings or study definition files on the new PC are overwritten, so it is best to do this before using ARM.

### Migration path

Connect the drive with the migration package built in step 1, and then browse to the folder containing the package.

### Components to load

Select which components to copy from the migration package onto the new PC.

After selecting which components to load, select **OK** to load the package onto the current computer.

## 5. Final Steps

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After the migration package is loaded, ARM runs Check for Updates to ensure any corporate customizations are up to date, and then rebuilds the study list if study data files were loaded.

Finally, ARM displays a list of all files that have been loaded, and any issues that may have occurred. Review this list carefully to ensure that the load was successfully completed, and to resolve any conflicts that may have occurred.

### ARM backup

If the migration package was saved to a drive that typically is not connected to the new PC, a new Backup path should be specified. In ARM, select **Tools > Options > File** tab. Then for the 'Backup' option browse to a drive separate from where your study data is stored.

**Tip:** An SD card is an excellent backup device. It typically fits completely in the PC, so is better protected from snags or accidental disconnects. An 8 GB SD card will almost certainly be big enough to hold all backup data for years to come, and is left in the PC so ARM always has access.

ARM periodically saves a migration package to the backup location. This package includes the Settings Folder options and Personalization of study definition files. The ARM backup can be invaluable in the event of hardware failure, to not only prevent data file loss, but also to save time by restoring settings and study definition files like personal lists as well.