TDM5 - How to import TDM4 content to TDM5

Introduction

TDM5 offers a free migration tool which gives you the ability to migrate content from TDM4 to TDM5. This tool will let you decide which content needs to be migrated to TDM5, this means any old or unused content can be skipped. This way you will have a clean TDM5 environment which only contains active content from your TDM4 environment.

Good to know is that the migration tool can be used as many times as you want. This means that any forgotten content can be migrated later on in case needed. A symlink will be created in your TDM4 upload folder as soon as the content has been migrated to TDM5. With this symlink your TDM4 environment will still be able to find the media files, this way your TDM4 content will remain working after the migration.

The migration tool currently supports the following file extensions:
Video:
.mp4
.mov

Audio:
.mp3

Image:
.png
.jpg
.jpeg
.gif
.svg

Requirements

If you want to import TDM4 content to TDM5 you need to meet the following requirements:

-                  Have administrator access to your TDM5 environment
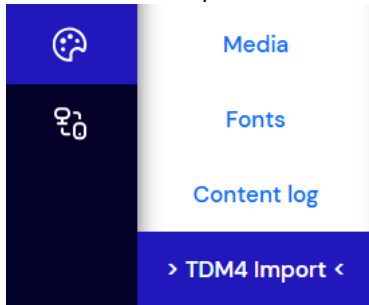-   Have administrator access to your TDM4 environment

How To import TDM4 content to TDM5

1. Login to your TDM5 environment using an administrator account.

2. Select "Designer".

3. Select the menu option called "TDM4 Import".

4. Once selected a login prompt will be shown, here you can login with your TDM4 account. Please note that an administrator account is required.

E-MAIL ADDRESS

PASSWORD

LOG IN

5. Once logged in the name of your environment will be shown, select 'Confirm' in case the name is correct.
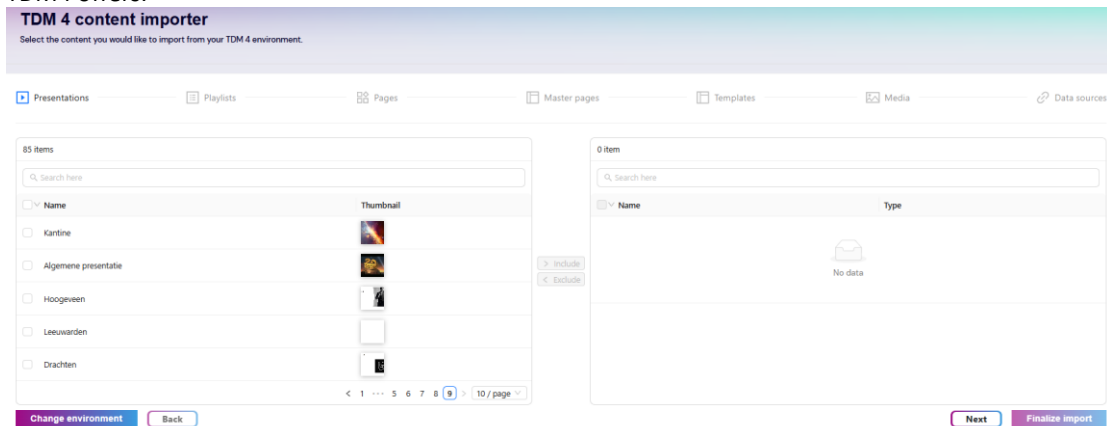

ENVIRONMENT

Demo Hendrik

CONFIRM   CHANGE USER

6. Now you will see the TDM4 import tool, this tool will guide you through the different kinds of content TDM4 offers.
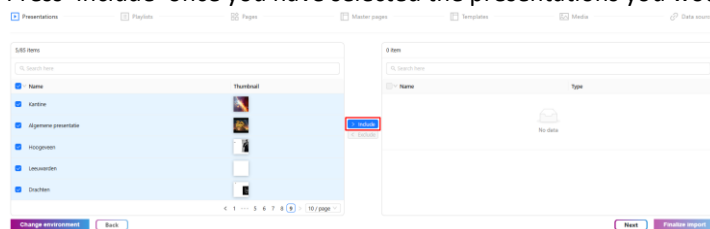

7. The process will start with presentations.
Good to know is that the import tool will automatically import everything linked to a presentation. This means that if you select a presentation, the master page, playlists, pages, templates, data sources and media files will automatically be selected as well.

There is a search field at the top which you can use to search for presentations.

Press 'Include' once you have selected the presentations you would like to import.

Select 'Next' once you have selected the presentations you would like to import.

8. Second step is to select playlists, please note that it is not required to select any playlists which are already connected to presentations you have selected. This because these playlists will automatically be imported as they are part of the presentation.

Select 'Next' once you have selected the playlists you would like to import.

9. Third step is to select the pages you would like to import.
It might happen that there are pages which are currently not in use, because of this they are not linked to any presentations. However you would like to import them to TDM5. In such a case you can select the pages and add them to the list.

There is a search field at the top which you can use to search for pages, this search option will also search page folders.

Select 'Next' once you have selected the pages you would like to import.

10. The fourth step is to select the master pages you would like to import.
    Select 'Next' once you have selected the master pages you would like to import.

11. The fifth step is to select the templates you would like to import.
    There is a search field at the top which you can use to search for templates, this search option will also search template folders.

    33 items

    Q Search here

    Select 'Next' once you have selected the templates you would like to import.

12. The sixth step is to select the media files which you would like to import. Keep in mind that content which has been selected in the previous steps will automatically import any linked media files as well.

    Select 'Next' once you have selected the media files you would like to import.

13. The final step is to select the data sources you would like to import.
    Good to know is that the following data sources will need to be updated manually afterwards.
    This because the token used to retrieve the information in TDM4 cannot be used in TDM5.
    Instagram
    Facebook
    Office365
    Google Calendar
    PowerBI
    NS Info
    Realworks
    Zermelo.

    Select 'Finalize import' once you have selected the data sources you would like to import.

14. An overview of the selected content will be shown, press 'Import' in case all content has been selected.

    TDM 4 content importer
    We've created an overview of all the content that will be imported based on your selection.

    ⌄ ⊞ Garage
       ▢ Garage
       ▢ MP – Autogarage

    ℹ Click import to start the process.
    Importing this content can take a while so a live status will be displayed. You do not have to stay on this page in order to complete this process.

    0%

    Back to selection   Import

15. The following screen will be shown once the import has finished, after this you can select 'To dashboard' to finish the process.

    Content import has been completed.
    The selected TDM 4 content should now be available for use within your environment

    ✓ Initializing...
    ✓ Importing template folders
    ✓ Importing page folders
    ✓ Importing fonts
    ✓ Importing media
    ✓ Importing data sources
    ✓ Importing templates
    ✓ Importing pages
    ✓ Importing playlists
    ✓ Importing presentations

    To dashboard

    Now you have successfully imported your TDM4 content in TDM5.