Attention: Costpoint SaaS & CER Users

Subject: Automatic upgrade to Costpoint 7.1.1 & CER 7.1.2 Coming Soon!

What is changing?

Deltek is planning to upgrade all customers to the latest version of Costpoint and Costpoint Enterprise Reporting (CER) beginning in early August through early October 2016. In the coming weeks Deltek will post a second notification identifying the specific date and time your company's systems will be updated.

During this maintenance window Costpoint and CER will not be accessible.

What do I need to do?

To ensure your upgrade goes smoothly Deltek will run a diagnostic utility against your Costpoint databases to determine if there are any issues with the database that would prevent the upgrade from completing successfully. If this diagnostic utility identifies an issue, Deltek's Customer Care team will be contacting you to help correct the issue. The majority of issues uncovered are related to orphan records and incomplete processes in the database and have no impact on your daily Costpoint processing.

Important Details about your Upgrade

- Deltek will upgrade all Costpoint databases *except* your Sandbox database. Deltek will refresh your Sandbox database with a copy of your Production Costpoint 7.1.1 database.

- Deltek will impose a blackout window for the 10 business days leading up to your scheduled maintenance window. This will ensure no new database issues are introduced into the database just prior to your upgrade. During this blackout window Deltek will not honor the following:
    1. Database Refresh requests
    2. GCS Premier to Costpoint data conversion requests
    3. SQL Server Management Studio access will be suspended

- The import/export process between Costpoint and Time & Expense will be suspended during the maintenance window.

- The refresh process between Costpoint and Budgeting & Planning will be suspended during the maintenance window.

- The link used to login to Costpoint is changing. If you have bookmarked your Costpoint login link be sure to get the new Costpoint login link from your Cloud Portal page.

- **Content Management Integration (CMI) will be provided to all customers. Click [here](#) to learn more about this new capability**

- Users who are using Costpoint database authentication will be prompted to reset their password. Most users are using Active Directory (AD) authentication and will not be impacted.

- Deltek will no longer make available the CER 7.0.1 framework models. All customers should begin using the new CER 7.1.1 framework models once the upgrade is complete.

What do I need to do to prepare for the Upgrade?

Properly planning for your upgrade will ensure the least amount of disruption to your business during the upgrade window. Some things to consider when planning for this upgrade include:

- If you are currently implementing Costpoint please make sure the entire implementation team is aware of the pending upgrade.

- If you are using the Costpoint Sandbox database to stage configuration changes please be aware this database will be refreshed during the upgrade.

- MS SQL Server Management Studio access will be suspended for the 10 business days leading up to your maintenance window.

- Just prior to your upgrade window please post all transactions. Deltek Cloud Ops will clear all unposted billing transactions to ensure a successful upgrade.

How can I learn more about Costpoint 7.1.1 & CER 7.1.2?

Deltek is excited to upgrade our cloud customers to Costpoint 7.1.1. Costpoint 7.1.1 includes many new features that will help you be more productive and efficient. Please take the time to review the following documents to gain a better understanding of what's new in Costpoint 7.1.1:

- Costpoint 7.1.1 Release Notes
- What's new in CP 7.1.1 Core
- What's new in CP 7.1.1 Materials
- What's new in CP 7.1.1 People
- What's new in CER 7.1.2

You can find these documents on Deltek's Customer Care Connect site by clicking here.

Who should I contact if I have a question?

If you have any questions about these changes please don't hesitate to contact us.

Regards,

Deltek Customer Care