**Issue**

Steps to move GB from Test to Production realm.

**Solution**

**Note:** If you have an active Production realm and do not want users to access GB in Production yet then DO NOT activate GB in Production realm and also, DO NOT proceed with the steps below.

[There might be situations where users are assigned to the Re-direct group/parameter in P2P and will be accessing Production GB instead of Production P2P all the time.

So, until and unless the GB Test site has thoroughly been tested and signed-off for move to Production, DO NOT get GB Features activated in Production realm and DO NOT proceed with the following steps.]

1. Go to your GB Test site and navigate to the Admin section.

1. Download the JSON file and name it. (Ex: **TO-BE-PRODGB.JSON)**

1. In **TO-BE-PRODGB.JSON**, replace all realm name to your Production realm name.
2. First, replace [http:/**/CUSTOMERTESTREALMNAME-T**.procurement.ariba.com](http://customertestrealmname-t.procurement.ariba.com/) with the complete URL for your site.
3. Find and replace all occurrences of ‘customertestrealmname-T’ with your production realm name. Be sure to remove the ‘**-T’** because this is the production realm JSON.

1. Go to your GB production site (NOT Test) and navigate to the Admin section.

1. Download the JSON file and name it. (Ex: **OLDPRODGB.JSON)**

1. Open **OLDPRODGB.JSON**and search for the word ‘PopularPage’. About 3 to 4 lines above it, you will need to copy and make a note of the **uniqueName**.  (Ex: "Yxx5a1039f-ed3e-4579-b518-710fc218fdax1xxx")

1. In the **TO-BE-PRODGB.JSON** file search for the word ‘PopularPage’ again. In this part of the code, just 3 to 4 lines above, replace the **uniqueName** value with the one that you copied from **OLDPRODGB.JSON**.

1. In the **TO-BE-PRODGB.JSON** file search for the word ‘NodeID’. If no results, move to step 9. If you do see results, go to the “NodeID Test/Production Comparison” section below.

1. If you have forms in the GB Test site that you want to load into GB Production, please see the “Steps to load forms into your GB Production site” in the Additional Considerations section below.
2. Upload images used in GB Test into GB Production via the Admin section of the GB Production site.
3. Upload **TO-BE-PRODGB.JSON** file to the GB Production site via the Admin section of the GB Production site.
4. If you configured Policies in your GB Test site, then refer to the Guided Buying Admin Guide and maintain the same on your GB Production site as well.
5. You should open your GB Test and GB Production site on two web browsers and then maintain Parameters on GB Production site as per the configuration maintained on GB Test site.
6. If you maintained a subset of commodity codes in your GB Test site for ad-hoc requests and if you want to maintain the same in your GB Production site as well then refer to ‘Maintain Commodity Subset for ad-hoc requests’ in the ‘Additional Consideration’ section below.
7. If you wanted to add translations for the titles and descriptions of your landing pages and tiles to support users in multiple languages, then please refer to ‘How to load translations for your landing pages’ section in the Guided Buying Admin guide.
8. If you wanted to load Translations for your policies in GB Production site, then please refer to ‘How to load translations for your policies’ section in the Guided Buying Admin guide.
9. If your organization has implemented the concepts and controls of ‘Community’ on GB Test site, then you would be able to implement the same on your GB Production site by referring to the ‘Guided buying help Community’ section in the Guided Administration Guide.

**Additional Considerations**

1. **Image files:**
	1. Some images could take few minutes to show up. Limit your upload to 10 images at one time for best performance.
	2. You can upload images while building a tile in the ‘Manage Using UI’ section, from the upload option on the right-hand side. See the tile’s image selection area.
2. **Steps to load forms into your GB Production site**:

**Procedure**

* 1. Log in to your GB Test site.
	2. Go to Home > Options > Admin.
	3. In the Landing pages section, click Download landing pages and save the JSON file to your computer.
	4. Remove everything from the file except the JSON for the form tiles you want to migrate to production.

**Note:** Do not include the JSON that maps the form tile to one of your landing pages. For example, your file should look something like this if you're migrating only one form to production:

[{"uniqueName":"6948abd8-e779-4e30-b141-9083eed2fc79",

 "title":"Creative advertising", "description":"Request quotes from suppliers for creative advertising.\n", "commodityCode":"45", "currency":"USD", "language":"en", "type":"Form", "imageUrl":"assets/images/footer\_SAP\_Ariba\_pos\_blugld.png", "targetUrl":"resource/6948abd8-e779-4e30-b141-9083eed2fc79",

 "tenantId":"p2pTeCustProd-T"}]

e. Go to Admin > Forms > Forms to Production. Browse to locate your file.

f. Click Upload to import your file.

**Results**

The forms you migrated are added to the Manage Forms section of your production site.

**Next Steps**

● Add the form tile to the landing page file in your production site.

● Link the form tile to a landing page in your production site to make it available to users.

1. **Check and Change commodities of tiles**

Check and change any commodity code that you need to, in the JSON file or directly make changes on the 'Mange Using UI' option of GB Admin site.

1. **NodeID Test/Production Comparison**

If the Catalog Hierarchy Node ID in your **TO-BE-PRODGB.JSON** file is different from what you want to use in your Production GB site, then follow the steps below to find and replace the Node ID:

* 1. On the dashboard, click Manage Core Administration.
	2. Choose Catalog Manager Hierarchy Editor.
	3. Click File, and then choose Export Hierarchy from the dropdown. You have the option to open or save the catalog hierarchy XML file.
	4. Open the XML file in a text-editing program, such as Notepad++.
	5. Find the ProductCategoryBranch or ProductCategoryLeaf that corresponds to the category you want to associate with a landing page tile.

Example

You are configuring a landing page tile for toner for printers and copiers. You want all the available toner products to show up when users access this tile. After you download the catalog hierarchy file, you search the file for "toner" and find the following ProductCategoryLeaf:

<ProductCategoryLeaf nodeID="NI.146.1146072102234">

<Description xml:lang="en-US">Toner</Description>

<Description xml:lang="x-ariba-I18N">@ariba.catalog.hierarchy/Toner</ Description>  <Description xml:lang="en-US">Toner</Description>  <ProductCategoryConditions>    <IsIn>      <Field>ClassificationCode.unspsc</Field>      <Literal>44103103</Literal>    </IsIn>  </ProductCategoryConditions> </ProductCategoryLeaf>

To show all the right products when users access the toner tile, you need to map the tile to node ID NI. 146.1146072102234. 6.

Make note of all the node IDs that you plan to use to configure your landing pages.

1. **Maintain Commodity Subset for ad-hoc**
	1. Get hold of the ad-hoc commodity code ZIP file that you used in your GB Test site and know location of where it is saved on your computer.
	2. Get to the Admin section of your GB Production site.
	3. In the ‘Adhoc classifiers for commodity codes’ section, click ‘Update commodity codes’.
	4. Click ‘Upload file’ and choose the ZIP file you saved to your computer.
	5. Click ‘Upload’ or ‘Upload all’ to import the list of commodity codes.