



12.15.7 Back Up OpenClinica Web Services

Before upgrading, follow this process to back up the database and files needed by OpenClinica:

1. Stop Tomcat. (See instructions, which are included in [Start Tomcat.](#))
2. Back up the database ([instructions here](#)).
3. Back up the file
CATALINA_HOMEwebappsOpenClinica-wsWEB-INFclassesdatainfo.properties
4. Back up the folder
CATALINA_HOMEwebappsOpenClinica-ws

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