# REDCap Database Upgrade

This document provides a step-by-step process on how to upgrade the REDcap MySQL application database whenever the redcap application version is upgraded. To perform a database upgrade, please use the following steps:

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| * The first step is to log into the **Redcap application**.
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| * After, login into the redcap application, click on the **control center**.
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| * Next, to take the application offline, go to **System Configuration -> General Configuration:**
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| * In **General Configuration**, you will need to take the **system offline**.
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| * Go to **Azure** **Devops** for the query and download it.
* The script is comprised of DDL & DML.
 | * [Task 47374: PROD: REDCap PROD upgrade to REDCap v14.0.34: DB Changes - Boards (azure.com)](https://dev.azure.com/wustl-i2/Platform%20Engineering/_workitems/edit/47374)

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| * Connect to **Dbeaver** database utility.
* In Dbeaver, connect to the appropriate database server & application database.
* After running the scripts, copy the script logs and paste it on the ticket.
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| * Next, perform certain validation on the application to make sure the script ran successfully.
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