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LIGHTHOUSE CLOUD MIGRATION GUIDE

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INTRODUCTION

Lighthouse from Torque Software is a web-based application used by Government agencies to manage governance, compliance and assurance activities. Lighthouse may be hosted locally on client infrastructure or cloud hosted using Torque Software's Australian Government approved cloud hosting services.

This document provides a cloud hosting migration plan for those clients wishing to migrate Lighthouse from a client hosted environment to Torque Software's cloud hosting services.

More information about Torque Software's cloud hosting services is available in the Lighthouse Technical Guide.

CLIENT TASKS

There are several tasks clients must perform during the migration process. The tasks generally only require minimal effort and can usually be completed in a relatively short timeframe.

The tasks required are as follows;

- Whitelist Lighthouse send email address and the cloud Lighthouse URL (notify@lighthouse.torque.software).

- Whitelist the Lighthouse cloud URL (to be advised).

- Ensure web fonts are allowed for the Lighthouse cloud URL for all users.

- Decide the required authentication method (see Lighthouse Technical Guide for authentication options).

- If the required authentication method is VANguard or Microsoft Azure AD, configure the authentication method for Lighthouse.

  Note: most large Australian Federal Government entities already use VANguard and so configuration to include Lighthouse is usually minimal in this case.

- If user and organisation structure uploads to the current local Lighthouse environment have been automated, arrange to transfer the upload file via SFTP to the cloud hosting server (SFTP end point to be advised).

- Provide a backup of the current local Lighthouse database to Torque Software for initial configuration and testing purposes.

- Make any required changes to the whitelisting and authentication configuration as a result of testing.

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- Agree the final change over date with Torque Software.
- On the final change over date, decommission the local Lighthouse application and provide a final backup of the current Lighthouse database to Torque Software.
- Change any references to the local Lighthouse URL to the new cloud Lighthouse URL. E.g. any links on the client intranet site.

MIGRATION PLAN

The migration plan below includes all requirements to migrate Lighthouse from a client hosted environment to Torque Software's cloud hosting service.

The tasks are generally sequential. However, some tasks can be performed earlier or later depending on circumstances.

Responsible	Task
TS	Create Lighthouse cloud instance and advise client of URL.
Client	Whitelist Lighthouse email send address and Lighthouse cloud URL. If web fonts are not allowed by default, allow web fonts for Lighthouse cloud URL for all users.
Client	Decide authentication method.
Client	Install/configure authentication method in client environment. Note: If using VANguard, Lighthouse only requires Windows Logon and/or Email Address claims to be sent. Also advise TS the ABN configured within VANguard.
TS	Configure cloud Lighthouse for required authentication method.
Client	If user and organisation structure uploads have been automated, arrange to transfer the upload file via SFTP to the cloud hosting server (TS to provide server details).
Client	Provide Lighthouse database backup to TS for test purposes.
TS	Restore client Lighthouse backup into cloud environment for testing purposes.
TS	Make any required configuration changes to cloud Lighthouse database. E.g. SMTP server.
Client/TS	Test whitelisting of Lighthouse email send address and cloud URL.
Client/TS	Agree final change over date.
Client	On final change over date, decommission local Lighthouse and provide final Lighthouse database backup to TS.

TS	Restore client Lighthouse final database backup into cloud environment ready for production use.
TS	Make any final required configuration changes to cloud Lighthouse database. E.g. SMTP server, turn off testing mode.
Client	Change any references to the local Lighthouse URL to the new cloud Lighthouse URL. E.g. any links on the client intranet site.

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