How to patch OptimiDoc v10.x to v10.03? (There has to be 10.x already installed)

You must stop OptimiDoc WebApp service and OptimiDoc Service in order to be able to replace old files.

1. Open Internet Information Services (IIS) Manager
2. Stop OptimiDoc WebApp service
3. Open Task Manager
4. Stop OptimiDoc Service
5. Unzip OptimiDoc 10.03.zip\Services to the folder OptimiDoc\Services
6. Replace the files
7. Unzip OptimiDoc 10.03.zip\WebApp to the folder OptimiDoc\WebApp
8. Replace the files
9. Also replace old help with a new one (Help folder to \OptimiDoc\Help)
10. Start OptimiDoc WebApp service
11. Start OptimiDoc Service

Now you successfully upgraded to the OptimiDoc v10.03

NOTE:
Backup of database files/license is not necessary when you patch OptimiDoc. To be 100% sure you can backup database files/license:

Backup DB files:
1. Open Internet Information Services (IIS) Manager and stop OptimiDoc WebApp.
2. Open the folder OptimiDoc\WebApp\App_Data.
3. Backup the two files with suffix .mdf and .ldf.

Backup License file:
1. Go to the folder OptimiDoc\WebApp\App_Data\License
2. Back up [licenseNumber].lic