

Cloud Setup

Accxia ARC-M Regupedia Interface

This guide walks you step by step through setting up a Jira **Cloud** project into which Regupedia regulations are imported automatically. The project configuration is taken over once from your existing Data Center instance; the ARC-M Regupedia Interface then prepares the required fields and keeps the project up to date.

Division of roles

The actual project migration (workflow, screens, field configuration) is done by Atlassian's **Jira Cloud Migration Assistant (JCMA)**. The ARC-M Regupedia Interface then prepares the Regupedia fields and performs the ongoing import. The two tools complement each other cleanly.

Six steps

Step 1 — Move the project configuration to the Cloud with JCMA

Install the **Jira Cloud Migration Assistant** on the Data Center instance (Administration → Manage apps). Create a migration plan and select the desired project. Under “Choose what to migrate”, include **users & groups** so that assignments map correctly. If you only want the empty workflow, leave **issues unselected** — this yields a clean target project with the correct workflow but no legacy data.

Step 2 — Create the Cloud connection in the ARC-M Interface

Open the ARC-M Regupedia Interface, tab **Dashboard** → **Add sync target**. Enter the Cloud base URL, the project key and the Jira credentials (email + API token) and tick “**Jira Cloud**”. Use “**Test connection**” to verify reachability and access.

Step 3 — Create the missing Regupedia fields

Tab **Migration** → **Field reconciliation**: choose source (DC) and target (Cloud) including the project and click “Check reconciliation”. Create missing Regupedia fields with “**Create missing Regupedia fields in Cloud**”. Fields that already exist (from the migration) are detected and not created twice.

Step 4 — Clean up the migration suffix

After a JCMA migration, fields often carry the suffix “(migrated)”, which clutters the screens. In the “**Clean up migration suffix**” section, first run the **preview (dry run)** — it shows every planned rename and flags conflicts. Renaming happens only after your confirmation. Only the Regupedia fields are touched; values and links are preserved.

Step 5 — Add the fields to the screen

In Jira Cloud, add the Regupedia fields to the **screen** of the target issue type (Project settings → Issue types → Fields). **Important:** fields that are not on the screen are silently ignored by Jira during import — the value then does not appear, even though no error is reported.

Step 6 — Set the start timestamp, test, synchronise

In the sync-target form, set the **start timestamp** (selectable via calendar) to the desired starting point. Then “Test connection” and “Sync now”. The history shows live how many regulations were created or updated.

Optionally, under **Settings** → **Timers**, add as many timers (time + sync target) as you like for automatic synchronisation.

Common pitfalls

- **Start timestamp 0** is rejected by the Regupedia API — always set a real starting time.
- **Empty link fields** after the import almost always indicate a missing **screen assignment** (see Step 5).
- **Duplicate fields** (one with “ (migrated)”, one without): remove the empty duplicates in Jira before cleaning up the suffix — the dry run flags such conflicts.

If you have any questions about the setup, please contact your Accxia representative.