SOFTWARE BACKUP/RESTORE INSTRUCTION SHEET

This document will outline the steps necessary to take configure the Backup software that comes with the BSDI suite of programs.

It is critically important that you protect your database through a program of regular database backups. We have made it extremely easy to implement a robust backup system to safeguard your data. However, an effective backup program **requires your active involvement.** If you don't perform the backups, then you will have no protection from the inevitable computer crash or other problem.
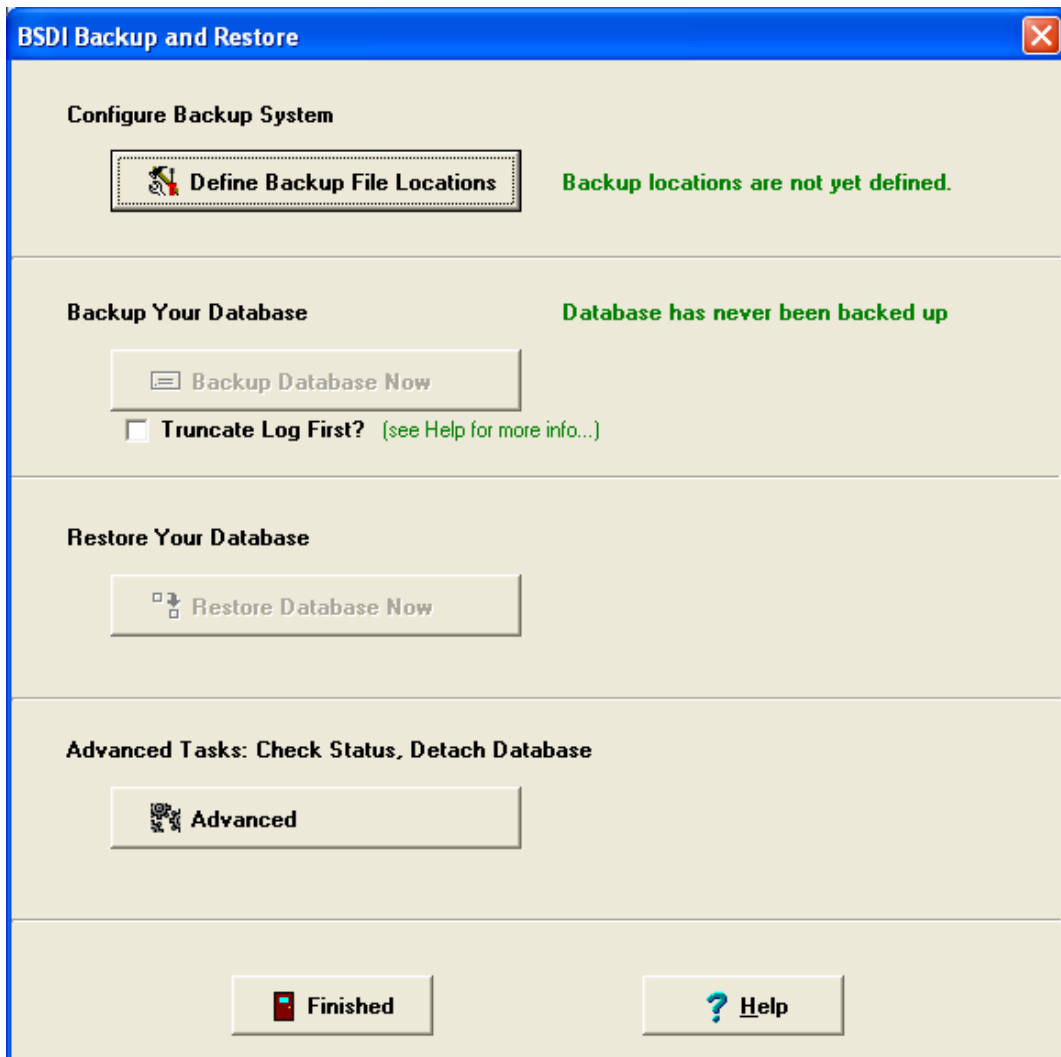
PLEASE BACKUP YOUR DATA! BSDI assumes no responsibility for the data that you create and store with the program nor for its persistence on a permanent medium (hard disk). Loss of data is a common occurrence when using computer software and it is solely the customer's responsibility to make archive or "backup" copies of his or her data at regular intervals. If data is lost, BSDI can assume no responsibility nor obligation to assist in the recovery of said data nor for any incidental damages that may arise from said loss. Your use of this software implies your acknowledgment of the possibility of such loss and the acknowledgment that BSDI. has no responsibility, nor obligation with respect to such loss or for any related damages.

Note for Network Installations of the BSDI Software: The BSDI Backup software will only be available on the PC that is acting as the Server PC, i.e. the PC on which the database is installed.
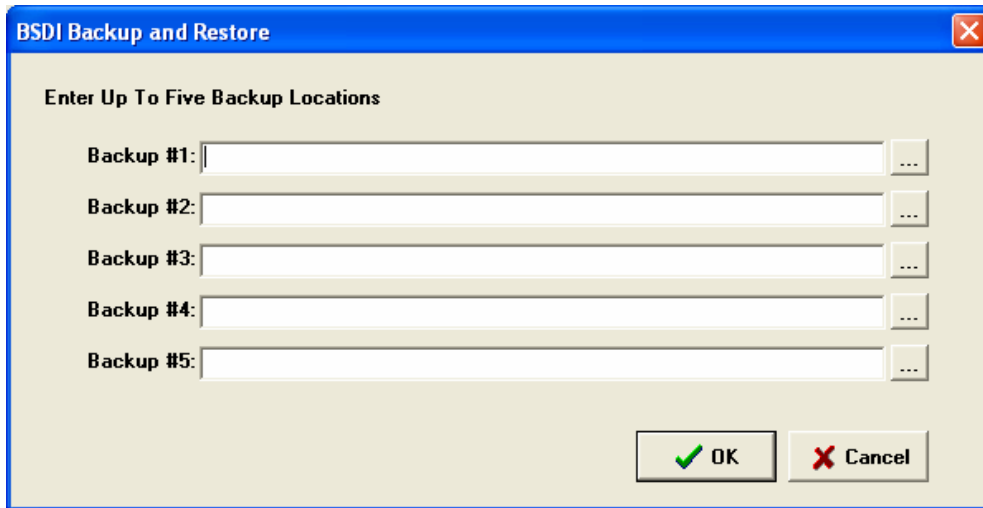
Backup Procedure

Please ensure that you have your BSDI software installation CD inserted the first time you access the backup software.

1. Click on the Windows "Start" button.

2. Select "Programs", or "All Programs"

3. Select "BSDI" from the displayed list.

4. Select "Data Utilities"

5. Click on the "Database Backup" option. The window below will be displayed:

BSDI Backup and Restore

Configure Backup System

[Define Backup File Locations]   Backup locations are not yet defined.

Backup Your Database   Database has never been backed up

[Backup Database Now]

☐ Truncate Log First? (see Help for more info...)

Restore Your Database

[Restore Database Now]

Advanced Tasks: Check Status, Detach Database
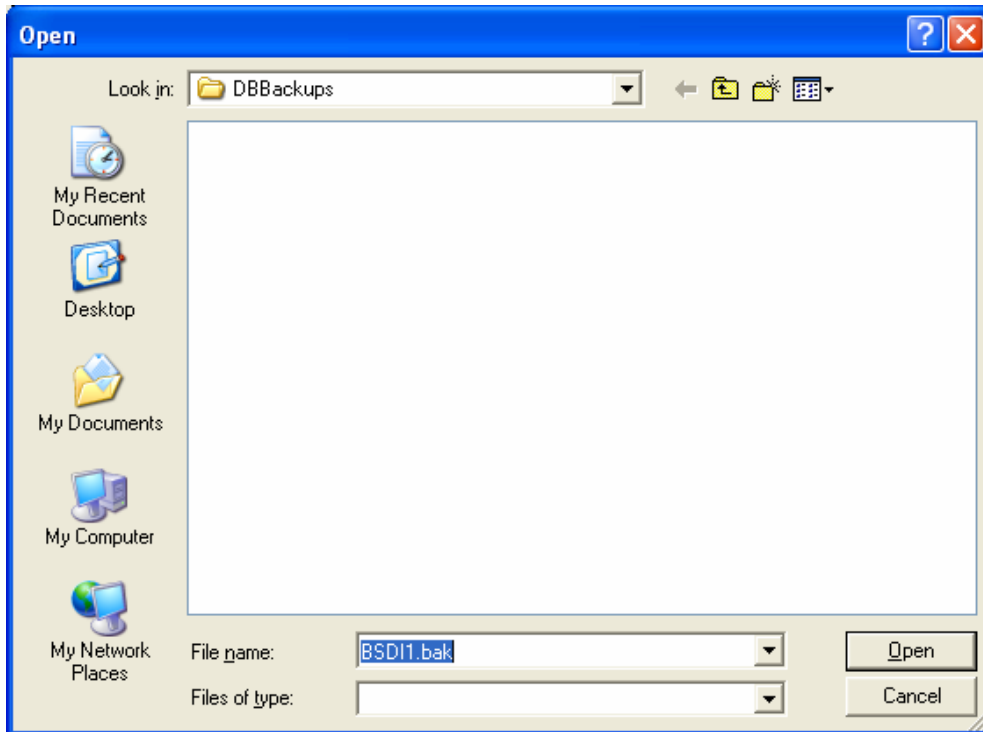
[Advanced]

[Finished]   [? Help]

6. Before you are able to make a backup of your database, you must first tell the software where you want to store the backups you will take. (You will only have to configure this the first time you use it.)
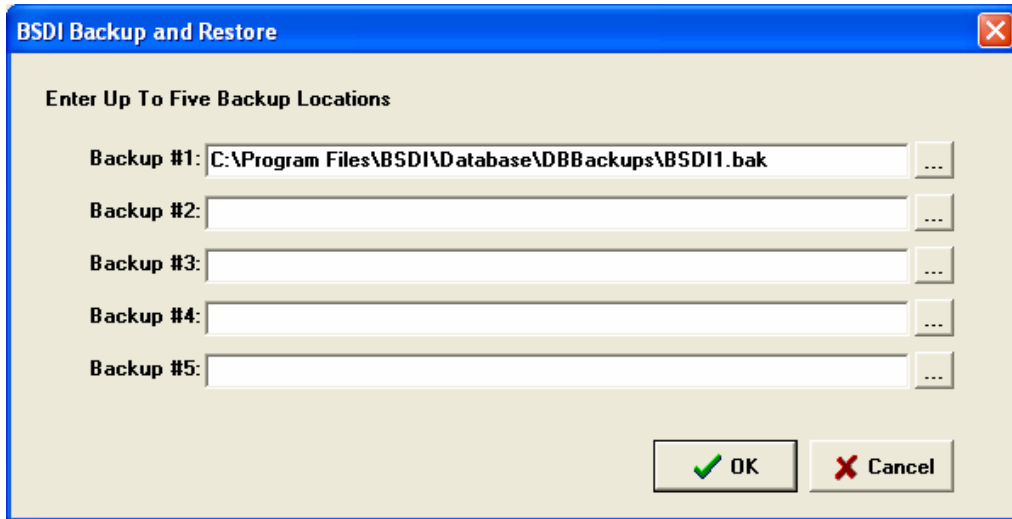
7. Click on the "Define Backup File Locations" button.

BSDI Backup and Restore

Enter Up To Five Backup Locations

Backup #1: [   ] [...]

Backup #2: [   ] [...]

Backup #3: [   ] [...]

Backup #4: [   ] [...]

Backup #5: [   ] [...]
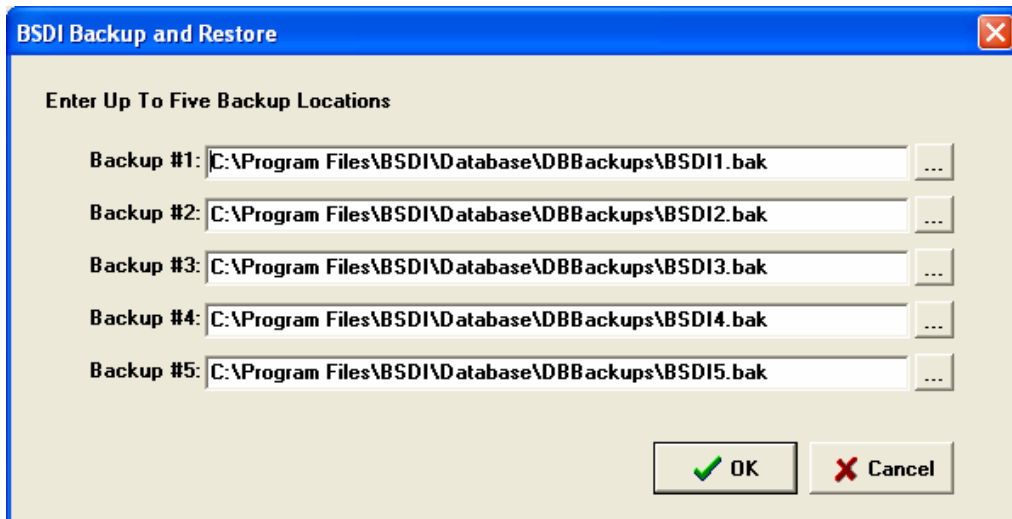
✓ OK   ✗ Cancel

8. The software will store up to five backups on a rolling cycle. When ever you take a backup and have five saved, the oldest backup will be replaced by the backup that has just been taken. This ensures that you always have the five latest backups available.

9. Click on the "…" (ellipses) button to the right of the Backup #1. The window below will be displayed:

Open

Look in: [DBBackups ▼] ← 🗀 📑 ⊞▼

My Recent Documents

Desktop

My Documents

My Computer

My Network Places

File name: [BSDI1.bak ▼]   Open

Files of type: [▼]   Cancel

10. Accept the default location and file name, by clicking on the "Open" button.

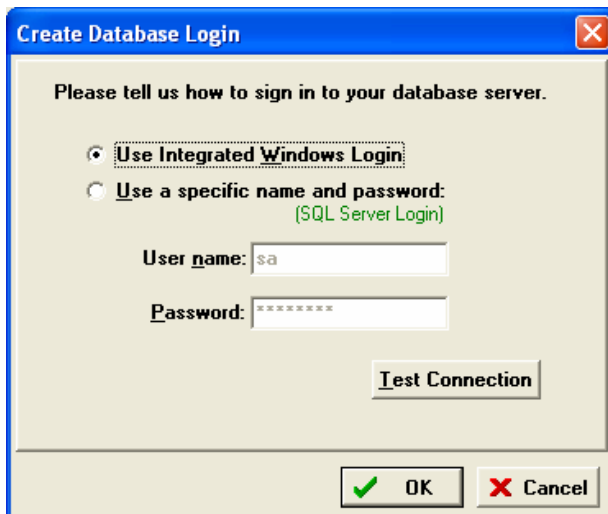11. Repeat the above process for Backup #2 through Backup #5.

12. Click OK to close the window.

13. Now you are ready to take a backup of your database.

14. Click on the "Backup Database Now" button.

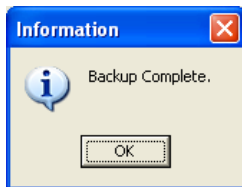15. A "Create" Database Login" window will be displayed.

16. You will use the default setting of "Use Integrated Windows Login", Click the "OK" button.

17. The database backup will begin. You will see a message "Backing up database…please be patient!"

18. When completed a window will appear that will tell you that the backup has completed.
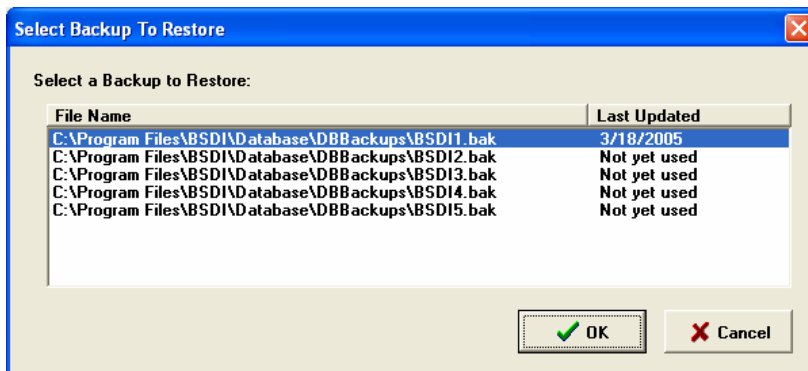

19. Click "OK".

20. Click the "Finished" button to close the "BSDI Backup and Restore" window.
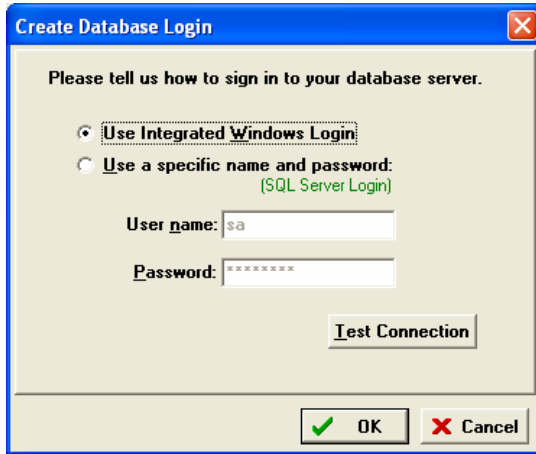
Restore Procedure

1. Click on the Windows "Start" button.

2. Select "Programs", or "All Programs"

3. Select "BSDI" from the displayed list.

4. Select "Data Utilities"

5. Click on the "Database Backup" option. The window below will be displayed:

BSDI Backup and Restore

Configure Backup System

[🖳 Define Backup File Locations]   Backup locations are ready.

Backup Your Database   Last Backup: 3/18/2005

[▦ Backup Database Now]

☐ Truncate Log First? (see Help for more info...)

Restore Your Database

[▫ Restore Database Now]

Advanced Tasks: Check Status, Detach Database

[🖳 Advanced]

[🚪 Finished]   [? Help]

6. Click on the "Restore Database Now" button.

Select Backup To Restore

Select a Backup to Restore:

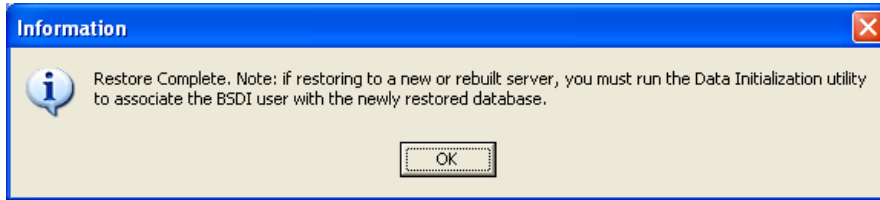| File Name	Last Updated
C:\Program Files\BSDI\Database\DBBackups\BSDI1.bak	3/18/2005
C:\Program Files\BSDI\Database\DBBackups\BSDI2.bak	Not yet used
C:\Program Files\BSDI\Database\DBBackups\BSDI3.bak	Not yet used
C:\Program Files\BSDI\Database\DBBackups\BSDI4.bak	Not yet used
C:\Program Files\BSDI\Database\DBBackups\BSDI5.bak	Not yet used

[✔ OK]   [✘ Cancel]

7. Highlight the backup file with the latest date, as displayed under the "Last Updated" column.

8. Click OK.

9. A "Create" Database Login" window will be displayed.

9. You will use the default setting of "Use Integrated Windows Login", Click the "OK" button.
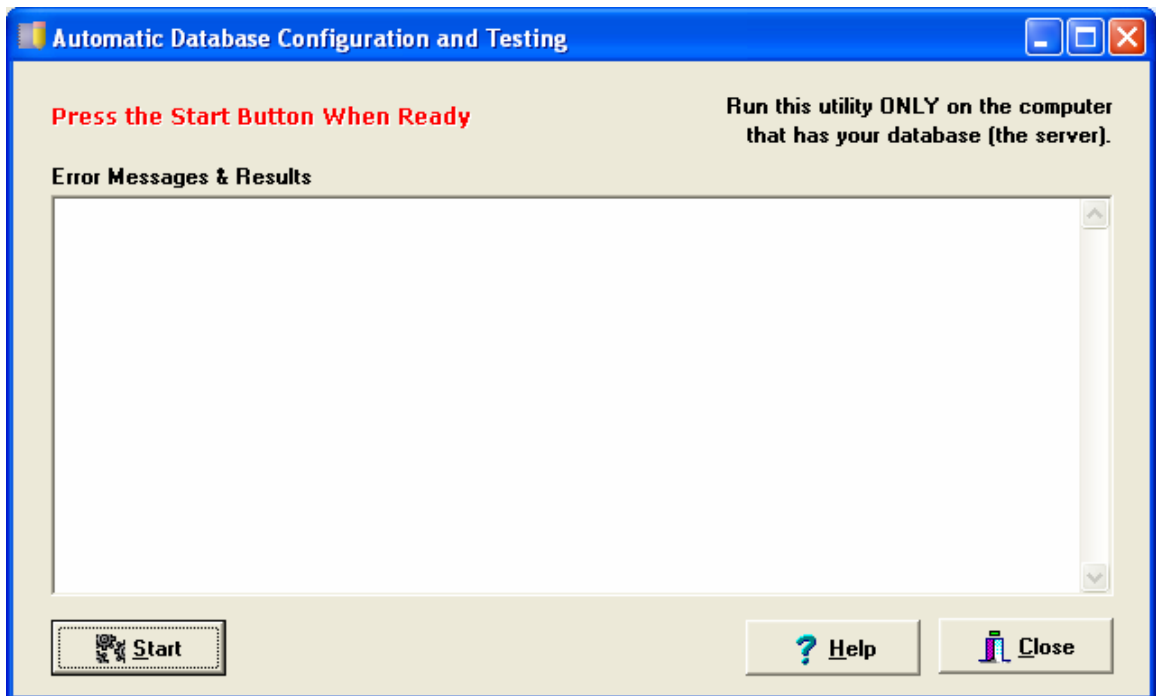
10. The program will start to restore the backup you selected. You will see a message that says "Restoring Database…please be patient!"

11. When the restore has completed you will see a message advising you that the restore is complete, and that you will need to run the Data Initialization utility.

12. Click OK, to close the "Information" window.

13. Click the "Finished" button to close the "BSDI Backup and Restore" window.
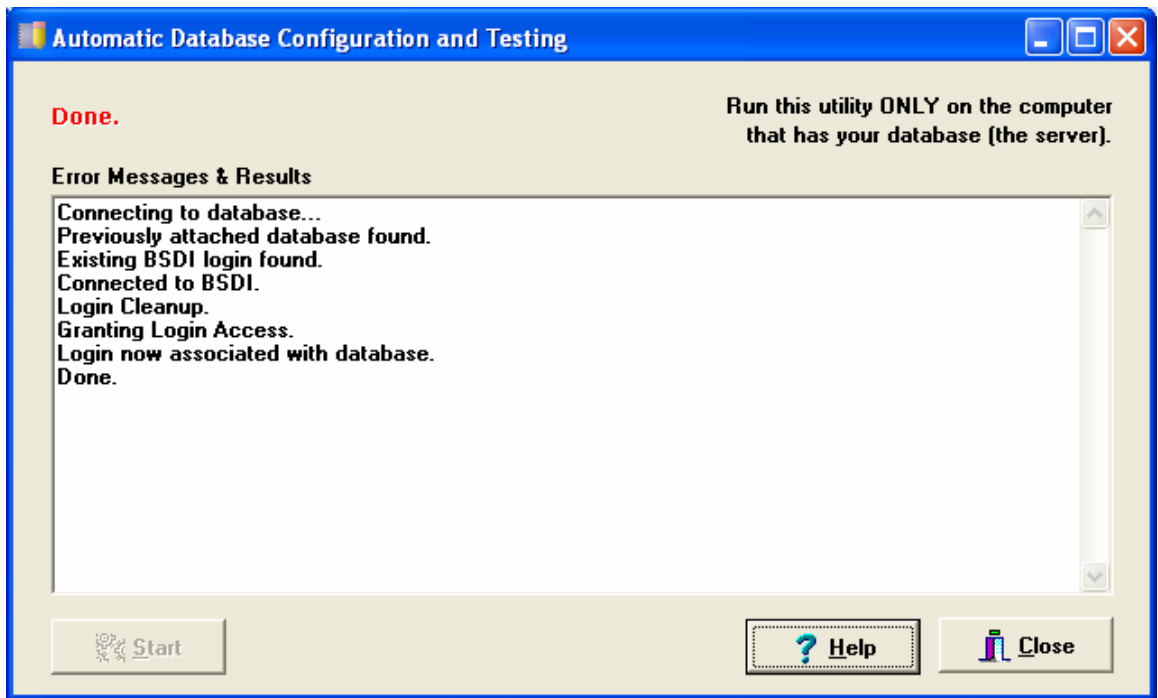
Data Initialization Utility

1. Click on the Windows "Start" button.

2. Select "Programs", or "All Programs"

3. Select "BSDI" from the displayed list.

4. Select "Data Utilities"

5. Click on the "Initialize or Test BSDI Database on Server" option. The window below will be displayed:

6. Click on the "Start" button.
7. You will see a number of messages displayed in the Error Message Results window, when this completes successfully an information message will be displayed that will tell you that your database server is fully configured, and it will also display the Server Name (this being the name of the PC that has the database installed).

Information

Your database server is fully configured. The "Server Name" of this database is: VMXPPRO

OK

8. Click on OK to close the Information window.

Automatic Database Configuration and Testing

Done.

Run this utility ONLY on the computer that has your database (the server).

Error Messages & Results

```
Connecting to database...
Previously attached database found.
Existing BSDI login found.
Connected to BSDI.
Login Cleanup.
Granting Login Access.
Login now associated with database.
Done.
```

Start   ? Help   Close

9. Click on the "Close" button to close the window.