



**MANAGE AN ACCESS
DATABASE**

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This document provides supplemental instruction with regard to limited management of the Access database for GigaTrak applications. These instructions may be used as guidelines to backup, restore, or delete/replace the Access database.

This document is NOT intended, nor should it be used, as a substitution for individual company protocol or procedures for database backup and management practices.

Typically, the name for the GigaTrak product database for the Asset Tracking System is win_ats.mdb.

BACKUP

1. First, locate the GigaTrak application directory on your PC (if a standalone workstation), or on Server (if a networked system). An example might be (C): \GigaTrak\Asset Tracking System \.
2. To back up the main Access application database, run the "Backup/Compact Database" Function from the PC application. Find this in File→Backup/Compact Database.
 - a. This creates a directory \dbbackup in the application file directory. A maximum of 3 backup versions are stored.
 - b. You can copy this \dbbackup directory to any external/remote drive for safekeeping.
 - c. Remember to also copy the Images, Documents, and Reports directories.

RESTORE FROM BACUP

1. Make a copy of the version you wish to restore from the files that are in the \dbbackup directory.
2. Place this copy in the main application directory. (ex. \Asset Tracking System)
3. Make a backup copy of the main file "win_ats.mdb" –just in case you change your mind.
4. Then, move the original main file "win_ats.mdb" to a separate drive/backup directory.
 - a. These last two steps effectively remove the existing database from the Application's reach. You can always "restore" it by re-copying it back into the main directory.
5. Rename the copy of the backup database version to be restored:
 - a. Ex: "win_ats1.mdb"→"win_ats.mdb"
6. You have now replaced your database with a backup copy.

REPLACE DATABASE WITH CLEAN VERSION

1. Locate the GigaTrak application directory on your PC (if a standalone workstation) or on a Server (if a networked system). An example might be (C): \GigaTrak\Asset Tracking System \.
2. Look for the database files "win_ats.mdb" and "win_ats_clean.mdb".
3. Make a backup copy of the main file "win_ats.mdb"—just in case you change your mind.
4. Move the original main file "win_ats.mdb" to a separate drive/backup directory.
 - a. These last two steps effectively remove the existing database from the Application's reach. You can always "restore" it by re-copying it back to the main directory.
5. Make a copy of the clean database
 - a. Ex: "win_ats_clean.mdb"→"win_ats_clean_copy.mdb"
6. Rename this copy of the clean database
 - a. Ex: "win_ats_clean_copy.mdb"→"win_ats.mdb"
7. You have now replaced your database with a clean version. You will need to:

- a. Restart the application
- b. Log in as the administrator
- c. Re-register the application with the Customer Ident & License Key that were provided with the original software license download. (received when the product was purchased.)
- d. Start fresh with setting up, adding, or importing system data.

MOBILE HANDHELD TERMINAL

If you are also using mobile handheld data terminals with the GigaTrak application, you should also remove their existing database before resynchronizing with the application Download function.

1. First, establish a communication connection to the handheld terminal via Windows Mobile Device Center or Windows ActiveSynch.
2. Once connected, select "File Management"
3. This will display the Pocket_PC (or handheld device) drive directory on the PC desktop.
4. Select the handheld terminal directory.
 - a. The name of this directory will depend on what brand of handheld terminal you have.
5. Locate the ats_mob.sdf file that pertains to your ATS application.
 - a. Right Click on it
 - b. Select Delete
6. You'll need to re-initialize the handheld database, once you've re-populated the main application database.
 - a. The next time the handheld is synchronized with the PC application, there may be a message that the data file doesn't exist. Simply follow the prompts and the new database will be installed.