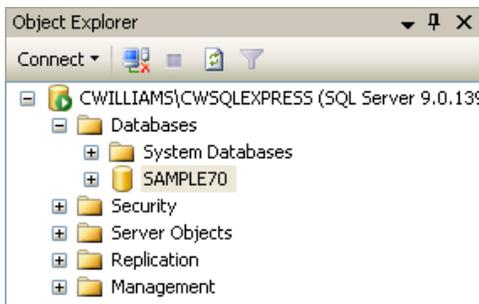


How to Copy A SQL Database – SQL Server Express (Making a History Company)

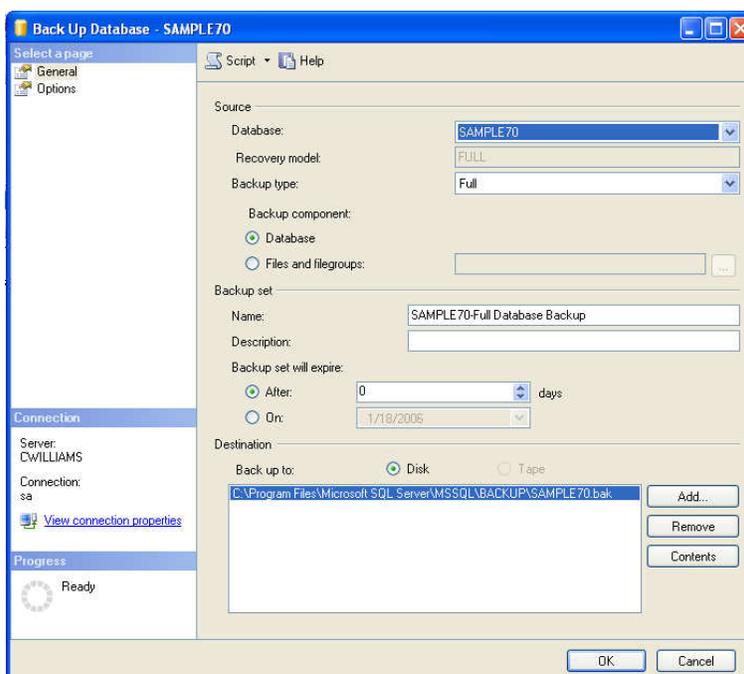
These instructions are written for use with SQL Server Express. Check with your Network Administrator if you are not sure if you are using the Express version of SQL Server. Shoptech Industrial Software is not responsible for data loss or corruption.

Copying A SQL Database

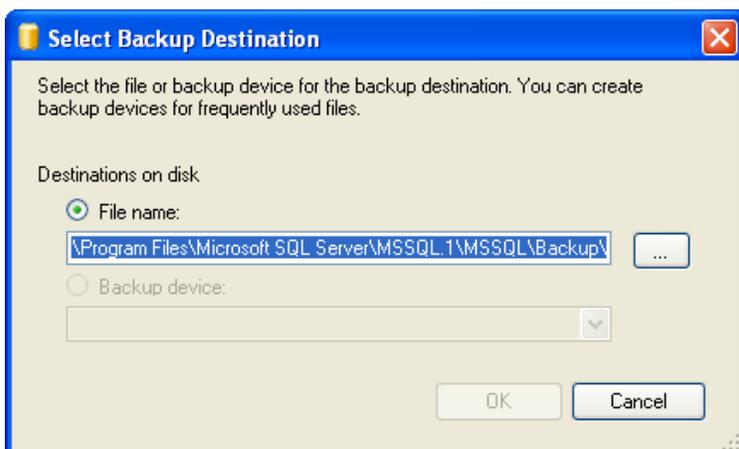
1. Open **SQL Server Management Studio Express**, and on the Connect to Server window enter the correct login and password information, then click the **Connect** button.
2. Browse to **Databases** in the Object Explorer pane and locate the database you want to copy.



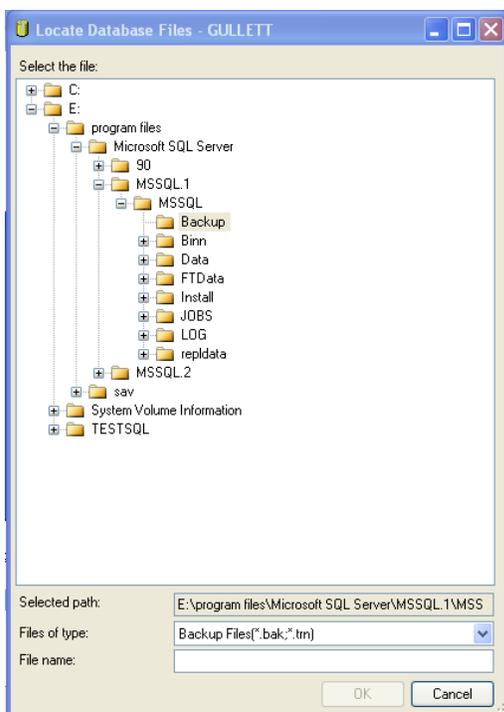
3. Right click your database.
4. Select **Tasks**.
5. Select **Back Up**.



6. Make sure that the Backup Type is set to **Full**.
7. Check the Destination field to verify the path where the backup will be saved.
8. If this field is blank or incorrect, click the **Add** button. You can remove the entry in the field by clicking the **Remove** button. You may want to do this if you do not want to overwrite a previous backup file.
9. If you select the **Add** button, you will be prompted to select a backup destination.

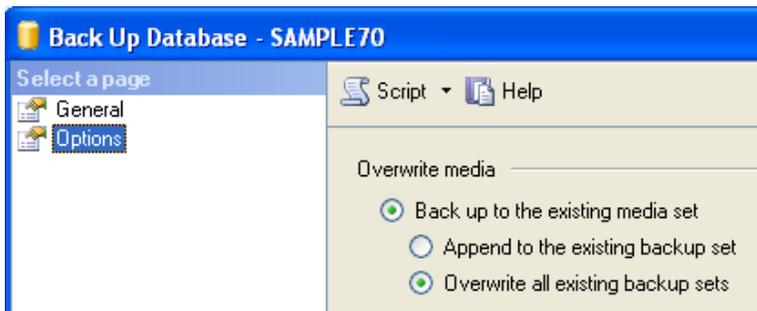


10. Use the **Browse**  button to select a new path for the backup file including the filename.

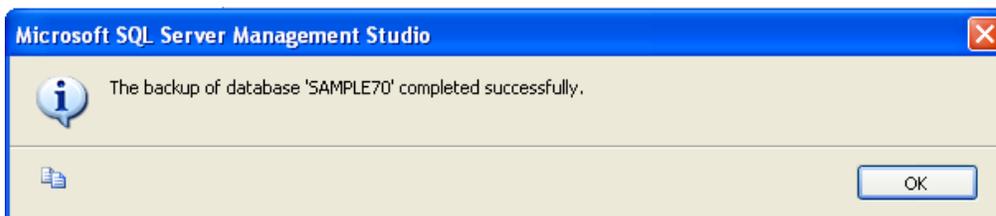


11. Select the path and enter the filename that you want the backup to create including the file extension. (The standard backup convention is “filename”.BAK) Make a note of this path and filename as you will need to know them later.
12. Click **OK** twice to get back to the main Backup Database window.

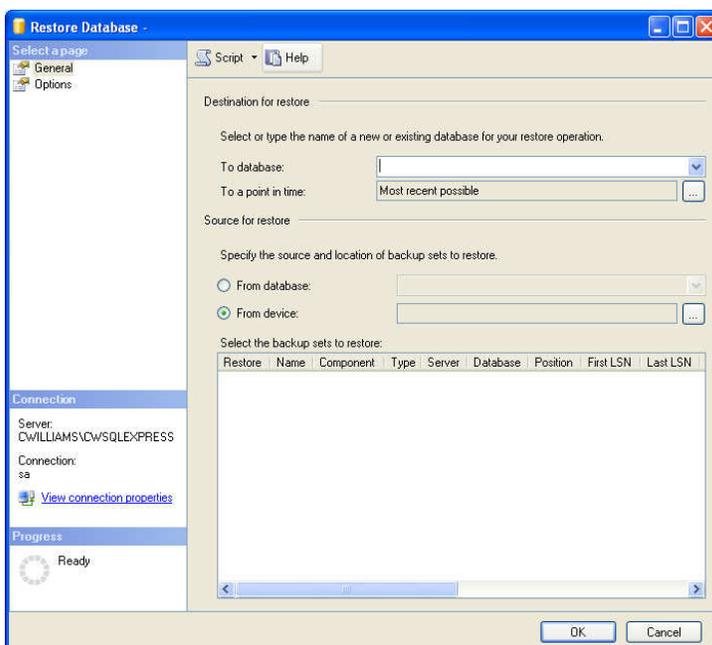
13. If you decided to use an existing backup filename then you may want to have the backup overwrite the old backup. On the Backup Database window click **Options**. On this window you can tell the backup to **Overwrite all existing backup sets**. If you are creating a new backup file then skip this step.



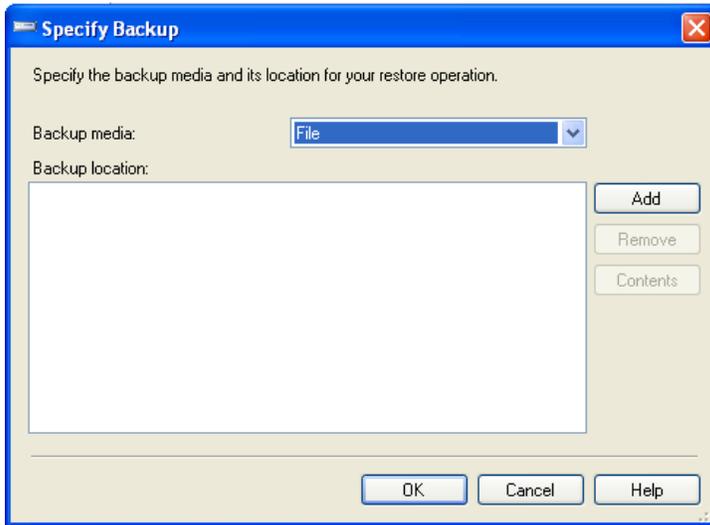
14. Back on the General Page, the backup can be scheduled here, but we want to do the backup now, click **OK**.



15. You will get the above message when the backup is complete. Click **OK**.
16. Next we need to restore the backup to a new (or copy) database. Right click **Databases**.
17. Select **Restore Database**.



18. In the To database field enter the name you want to call the copy of your database. For history companies we recommend CompanyName_Year.
19. Select **From device**, and then click the  button.

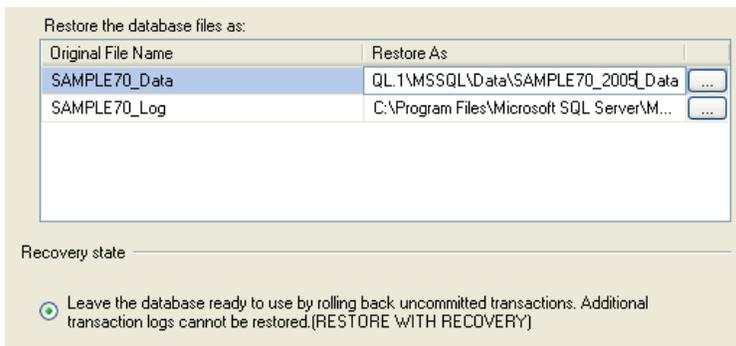


20. Click the **Add** button. Then browse to the backup file you just made. Click **OK** twice.
21. Back on the General page, check the checkbox next to the backup you are about to restore.

Select the backup sets to restore:

Restore	Name	Component	Type	Server
<input checked="" type="checkbox"/>	SAMPLE70-Full Database Backup	Database	Full	CWILLIAMS\CW\SQLEXPRI

22. In the Select a page pane, click **Options**.
23. Since we cannot have the same filename twice in a folder, edit the path in the Restore As column. You can use the same folder names, but change the file names that you will restore to. For example **SAMPLE70_Data.MDF** to **SAMPLE70_2005_Data.MDF**.



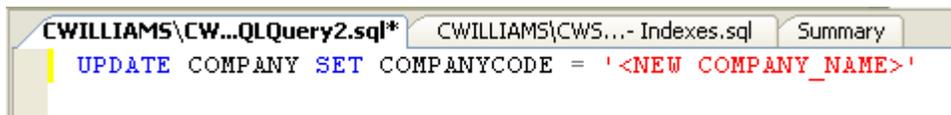
Be sure to edit both the Data and the Log file fields. Also make sure that the Recovery State is set to **Leave the database ready to use by rolling back uncommitted transactions. Additional transaction logs cannot be restored. (RESTORE WITH RECOVERY)**. Click **OK**.

24. When the restore is complete, click **OK**.



Setting the Company Name

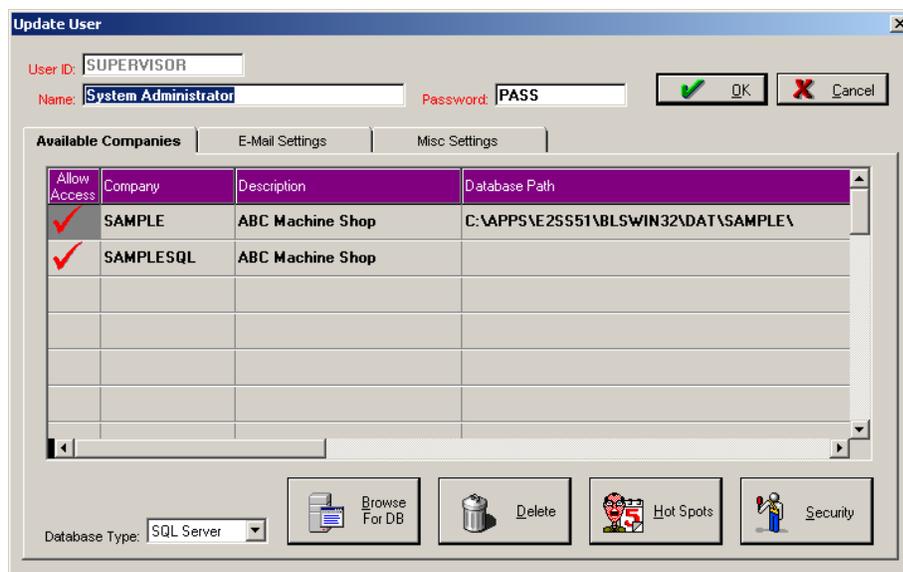
1. In the Microsoft SQL Server Management Studio Express, highlight your newly copied database. Then click the **New Query** button.
2. Type the following text: **update company set companycode = 'X'** where X is equal to the name of the database you just created or exported into. The company code should be 12 characters or less.



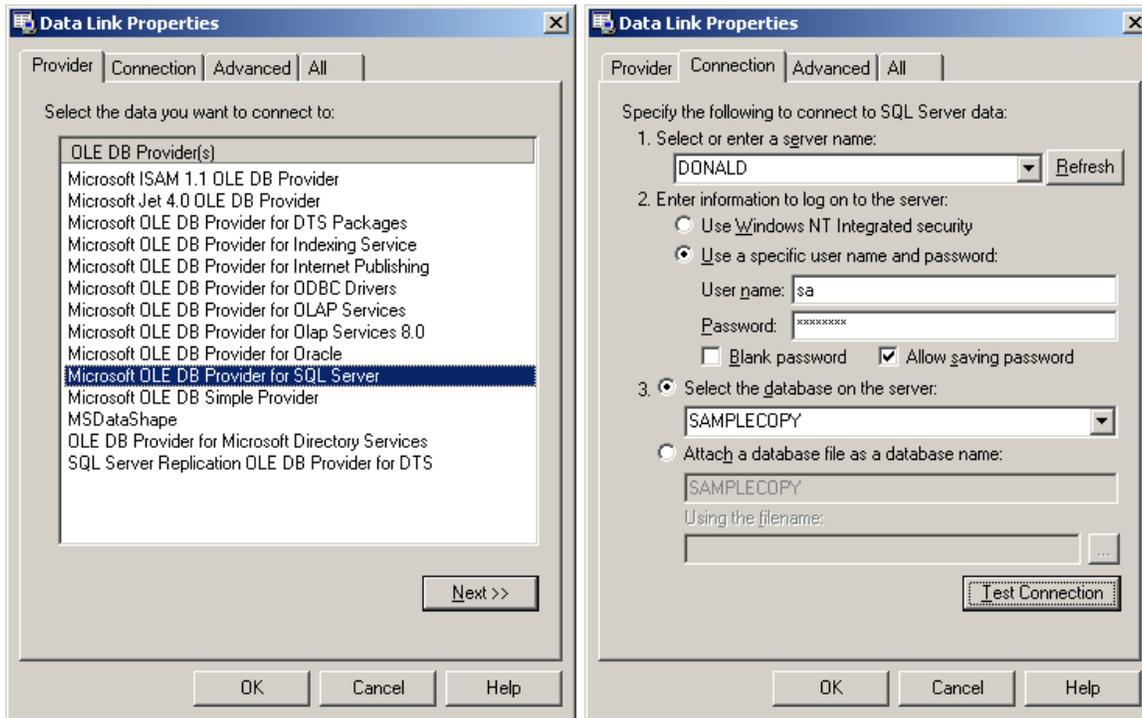
3. Click the  **Execute** button in the tool bar to run the command.
4. Close the Microsoft SQL Server Management Studio. Answer **No** to any prompts about saving the query you just ran.

Add It to Your List of Companies

1. Open the E2 Shop System. Go to **File | System Maintenance | User Maintenance**. Select the user you want to add the new SQL database to and click edit.
2. In the lower left corner, select **SQL Server** as the Database Type and click **Browse For DB**.



3. In the Data Link Properties window, select **Microsoft OLE DB Provider for SQL Server** and click **NEXT**. On the Connection tab, select the **Server name**, specify a valid authentication method and select the database on the server. Note that if you specify a username and password check the box for **Allow Saving Password**. Click **OK**.



4. The database is now added to the list. You can log into the newly copied database through E2.