

Backing up FMS6

[N.B. It is not necessary for Centrally Hosted schools to perform this procedure.]

We would recommend that backups within the FMS module (1.) are performed frequently. With the backup to shrink the database (2.) being carried out approximately once each month.

1. Backing up FMS6 to Shrink the Database

Creating a backup of FMS6 using the FMSSQL dbAttach tool can shrink the FMS6 database. Allowing the database to grow too large can cause operational problems.

Before commencing ensure that all users are logged out of FMS6 and SIMS .net and that you have the sa username and password to hand. Use the Route:-

Start | All Programs | Sims Applications | FMSSQL | dbAttach

Enter the name of your sims2K5 sql server in the box (this can found by opening your Sql Server Service Manager), and log on using your sa username and password.

The screenshot shows the SIMS Database Management Utility interface. Key elements include:

- SQL Server Instance:** Server Name: TESTBED1\SIMS2K5
- System Administrator Login Details:** Username: sa
- Backup Status for all operations:** Do not make backups
- Attach a Detached Database:** Database Name, Attach File
- Detach a Database:** Database Name dropdown
- Database Detach Options:** Drop SQL Server Logins
- Backup a Database:** Database Name dropdown (list: fms3022sch, fms4077, fmsblank07, remotectrl, sims, sims2454), Include DMS Backup, Backup button
- Restore a Database:** Database Name, Backup File Name, Restore button

Select the name of your FMS database from the drop down list and create backup.

2. Backing up your FMS Data

Simple backups of your FMS database can be made from within the FMS6 module. Use the route Tools | FMS Transaction Backup.