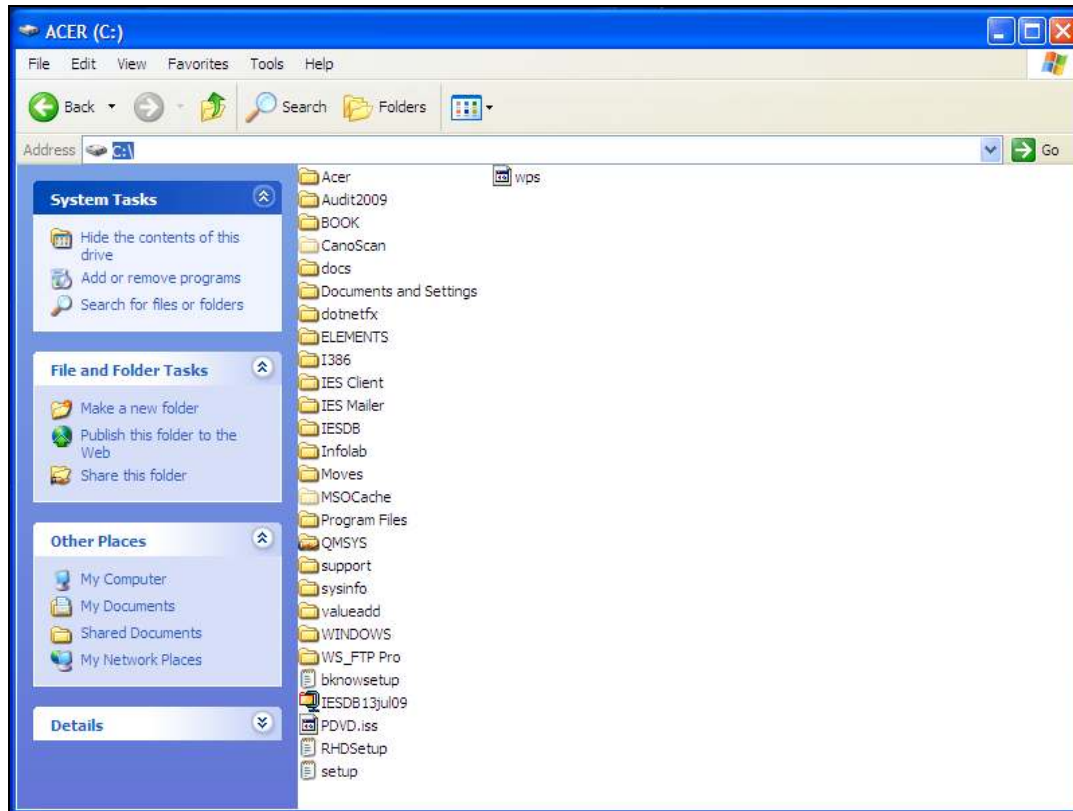


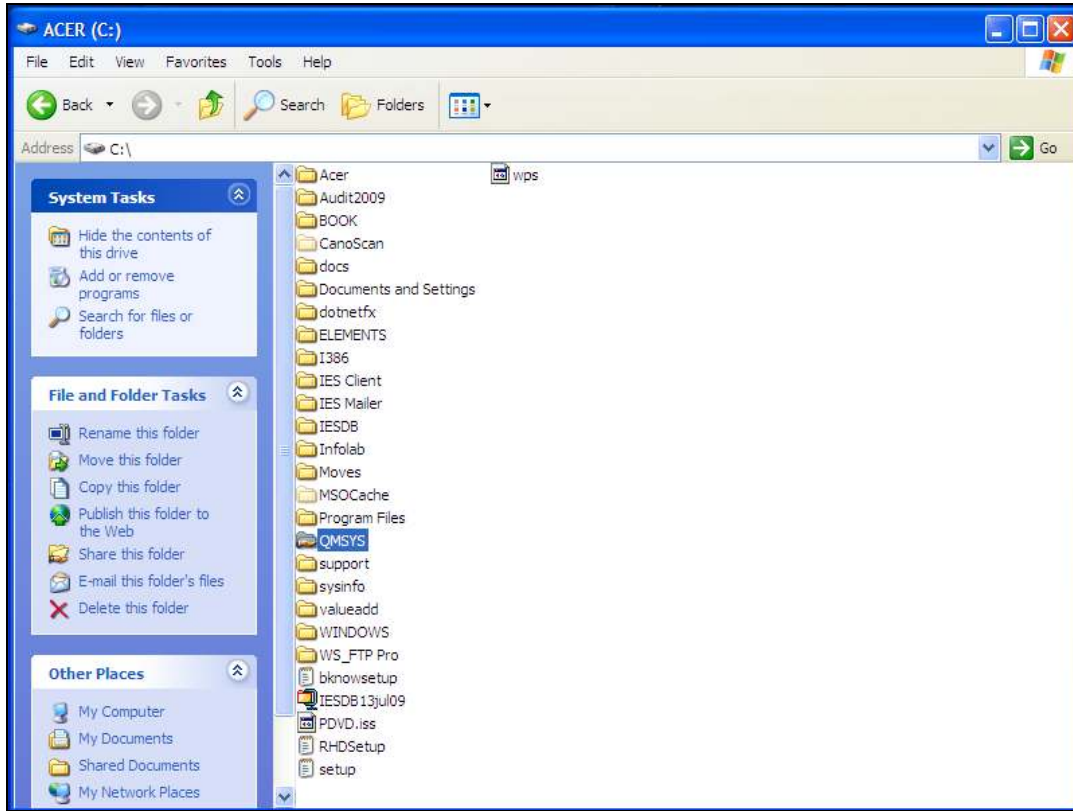
Slide 1

Slide notes: In this tutorial we discuss 'How to make Backups', and in a sense the discussion is more about 'what to backup', because there are multiple methods available how to do it. In this example, we see IES installed on the "C" drive of this Server.

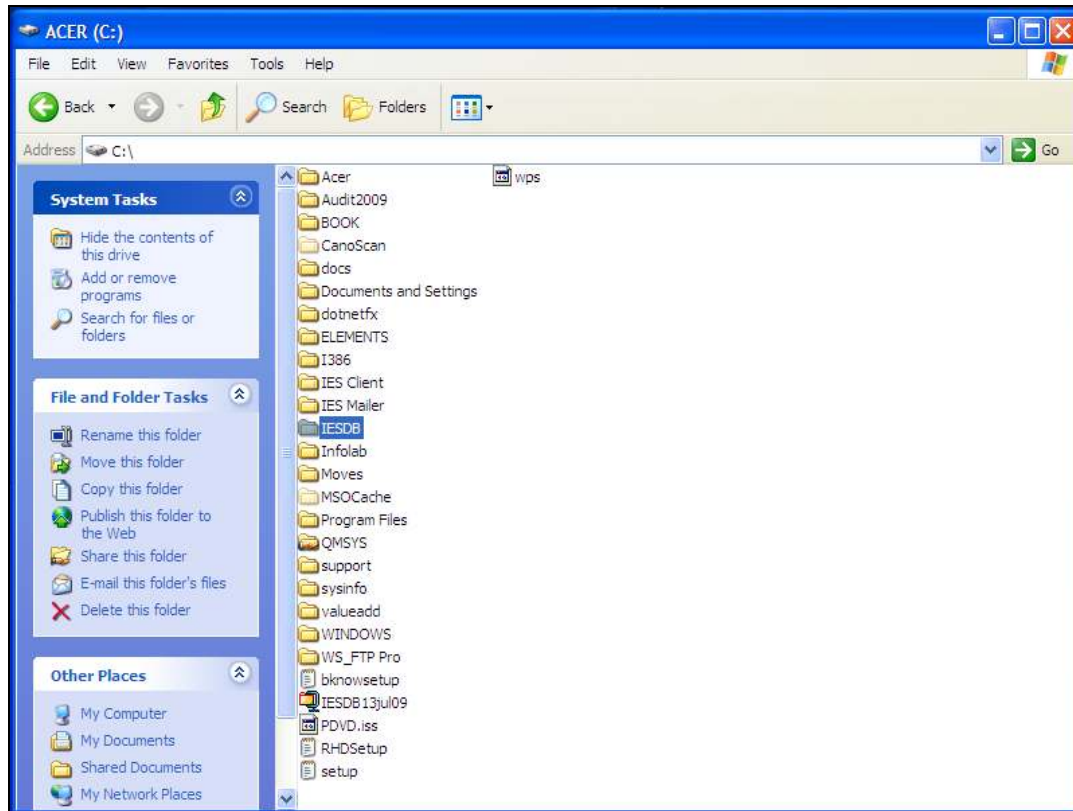


Slide 2

Slide notes: The QMSYS folder is the master Account for the QM Database, and should be backed up, but in a worst case scenario it can always be re-installed from the software downloads.

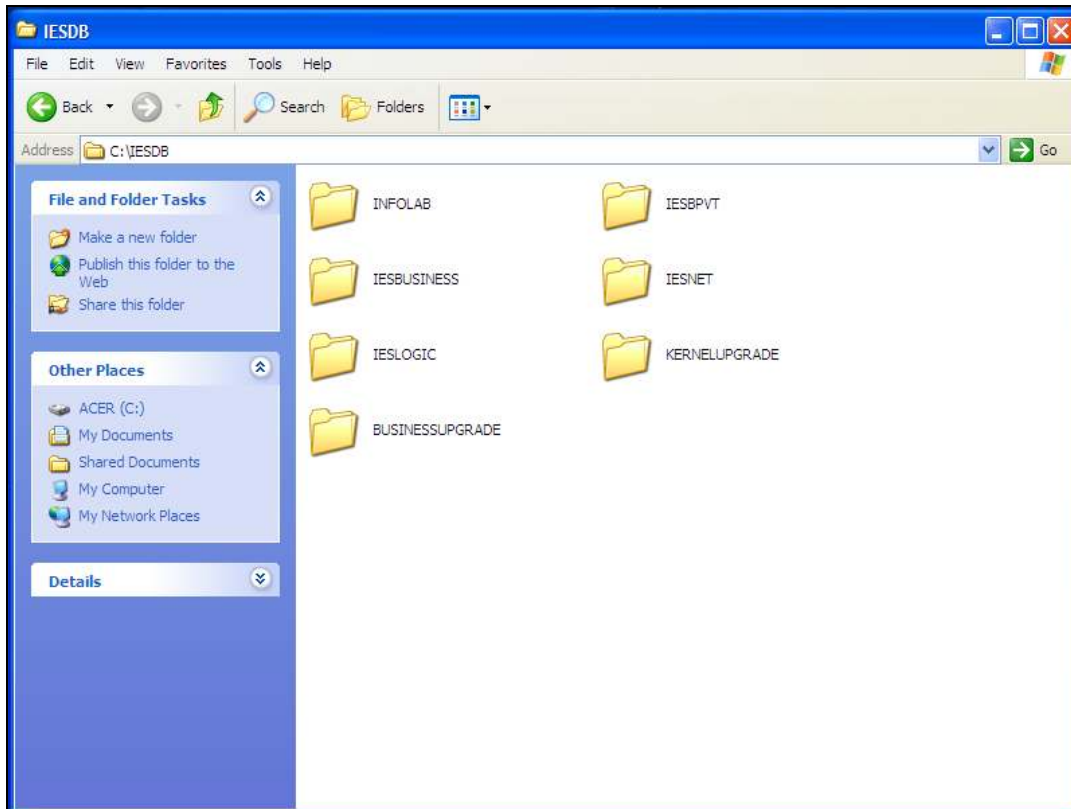


Slide 3
Slide notes:



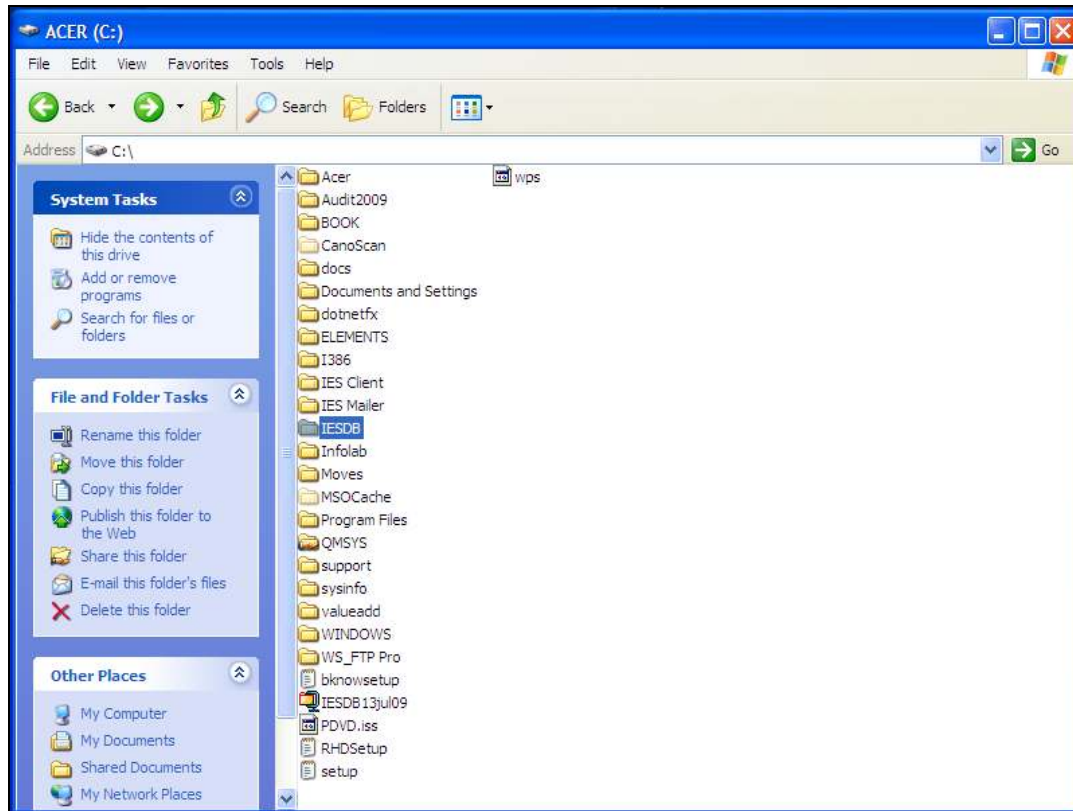
Slide 4

Slide notes: The IESDB folder contains all the IES Datamarts, and this includes your Data. Your data is the critical element that is unique to your site, and it must be properly backed up at all times. When the IESDB is backed up, it means you can restore or recover your Data if you ever need to.



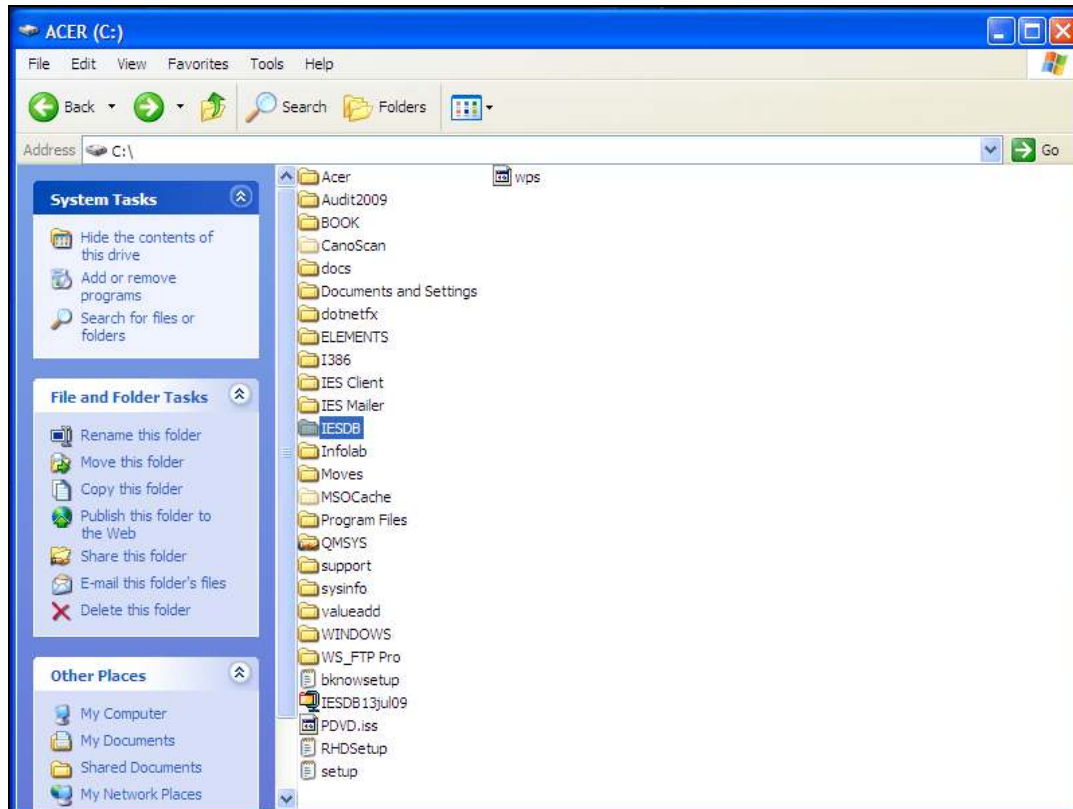
Slide 5

Slide notes: This is an example of all the Data for this System that we show here. All the data are contained in these Datamarts.



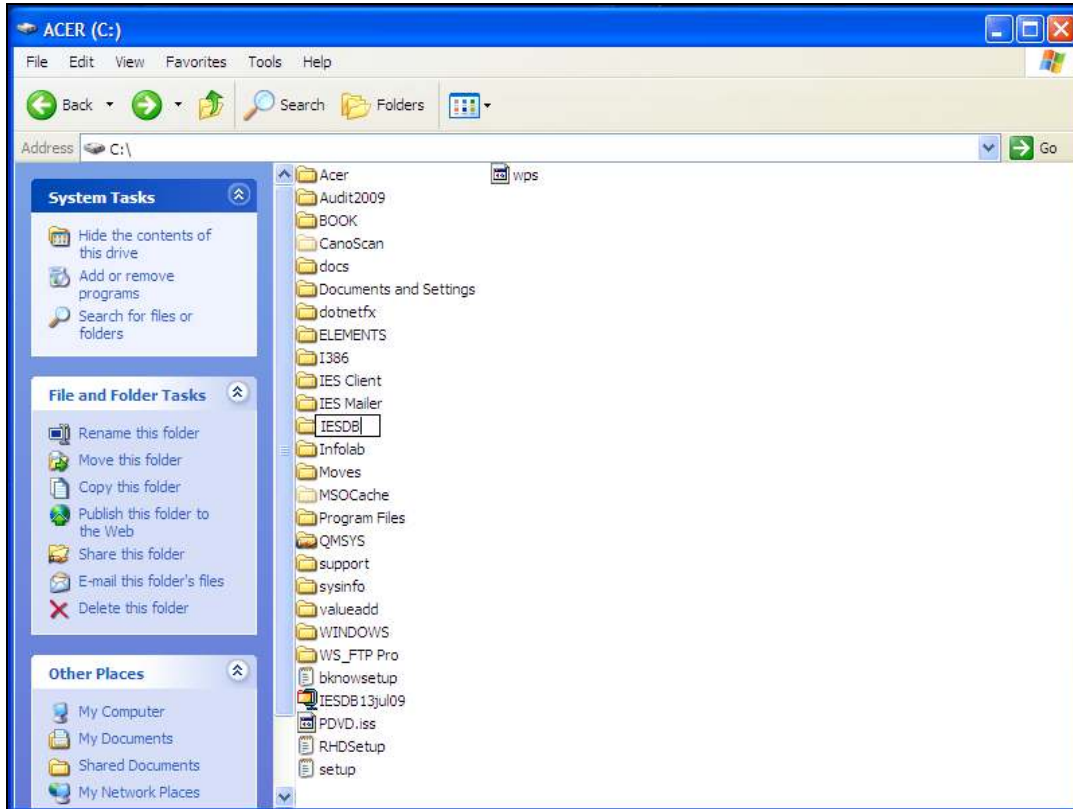
Slide 6

Slide notes: So you may use any preferred method for backing up and archiving this data. We can say that all you need to do is a normal Windows backup of the IESDB folder and everything contained in this folder. There are many tools available, and you can choose the method or tool your prefer, as long as your backup tool provides you with a way to restore the data again to the IESDB folder when and if needed.

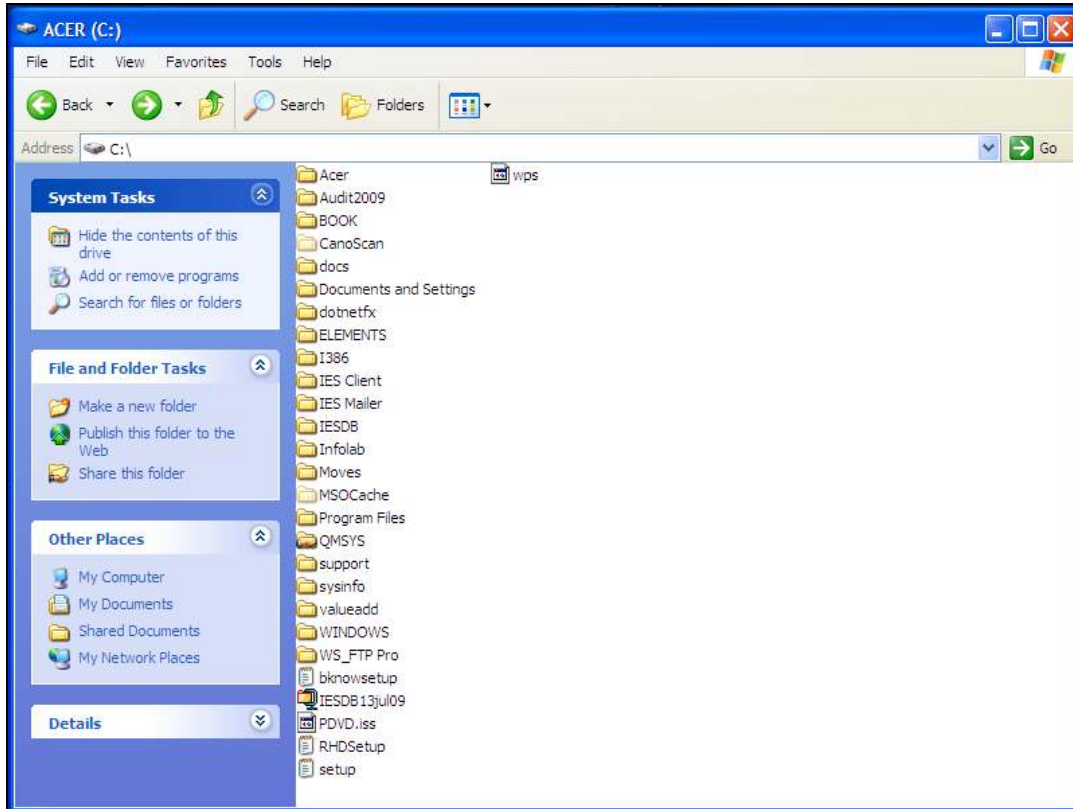


Slide 7

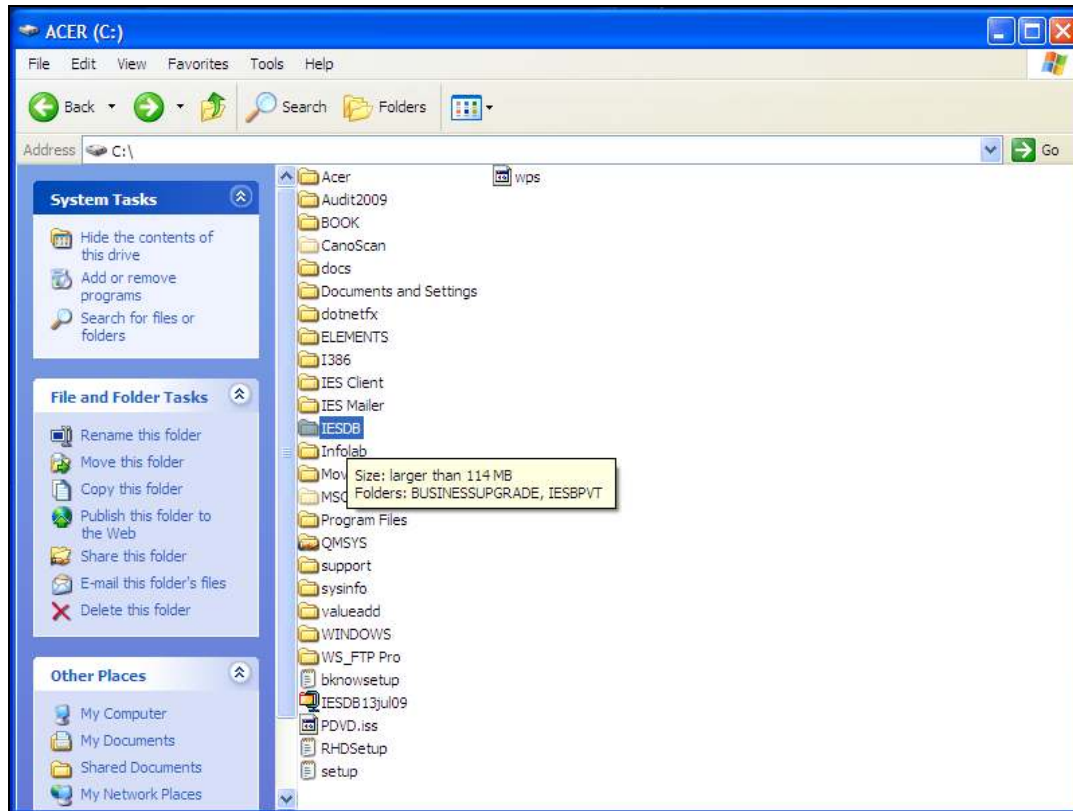
Slide notes: The right time to perform backups is when Users are not working on the System. So usually this means 'after hours'. If Users are working on the System while it is being backed up, then instances of incorrectly linked Transactions may occur, due to the fact that many files are updated while Users work, and a User event may affect files that are already backed up plus files that are not yet backed up. Therefore, the only safe backup is one that is performed while no Users are changing data or updating in the System.



Slide 8
Slide notes:



Slide 9
Slide notes:



Slide 10

Slide notes: You may also see the tutorial called 'Why and How much' for suggestions on how often to back up your System. The fact is that if you experience a hardware or power failure or a crash that requires you to recover the System, you can only do that if you have a recent and trusted backup.