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# KCPS Database Backup & Restore

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## KCPS Database Backup Settings

From the Navigator, click “**Administration**” and then click “**Database Management**”. Select the “**Database Backup Settings**” option.



There are several options on this window. Reference the table below to get a description.

**Database Backup Settings**

Workstation that performs database backup:

Backup file temporary location:

Backup file save location:

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Enable auto-backup

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Reminder time

The user will be reminded if the backup operation hasn't been done in more than the specified days.  days.

*The user will be reminded if the backup operation hasn't been performed in more than the specified number of days.*

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Clear backup files that are older than  days

<b>This option.....</b>	<b>Does this....</b>
<b>Workstation that performs database backup</b>	To backup this workstation click Get Current Workstation Name.
<b>Backup file temporary location</b>	This location is used to hold database backups temporarily and may be on the local machine or a shared location on another PC.
<b>Backup file save location</b>	An effective backup up the database must be stored outside of the current workstation. Choose a network location, a removable device or a temporary local location before writing the data to CD
<b>Enable auto-backup</b>	Click this check box to set up automatic database backups. This is not recommended unless backups can automatically go to a shared location on a different PC.
<b>Reminder time</b>	The user will be reminded if the backup operation hasn't been done in more than the specified days.
<b>Clear backup files that are older than days</b>	Old backup files will be deleted

## KCPS Database Backup History

From the Navigator, click **Database Backup History**.

**Database Backup History**

	Backup type	Backup information	File size (MB)	Database size (MB)	Backup date	Restore
*	Full backup	KEXDSSDB_20090731104129430.Full	10.829	75	2009-07-31 10:41	<a href="#">Restore</a>
*	Full backup	KEXDSSDB_20090731104207402.Full	10.829	75	2009-07-31 10:42	<a href="#">Restore</a>

**Note:** After each restore a full backup of the latest database will be performed automatically.

<b>Full Backup</b>	To backup this workstation click <b>Get Current Workstation Name</b> .
<b>Incremental Backup</b>	To backup this workstation click <b>Get Current Workstation Name</b> .
<b>Restore control in the table</b>	This table shows all the database backups stored in the backup file save location specified in Database Backup Settings. Click on the Restore control to start the restore process using the backup on that line.
<b>Restore From</b>	Click <b>Restore From</b> to navigate to a stored database in a different location e.g. on removable media.
<b>Refresh</b>	Click <b>Refresh</b> to update the contents of the table.

## Reinstalling KCPS and Restoring a Saved Database

Follow these steps to recover a KCPS installation.

1. Install KCPS
2. Do first run setups
3. Acquire temporary license
4. Setup a printer
5. Create Database Backup Settings
6. Shut down all render engines and close the Render Engines screen
7. Close the Welcome screen (Use the menu control Window - Close All)
8. Open Database Backup History and click Restore or Restore From. If the desired backup is in the location set as the “Backup file save location” then the backup appears in the table. Otherwise the user can use the Restore From button and browse to the backup file.
9. When the restore completes the user gets a success message. If the restore fails, quit KCPS (this may require the Task Manager), restart and try again.

## KCPS Manual Instructions on Backup and Restore

You’ll need a strategy to minimize the impact of partial or complete loss of data in your business. It is recommended that you follow a schedule, determine if you need to backup daily, weekly, and/or monthly. There are a few backup methods, figure which work best for your data, Full or Incremental, DP1 supports both options.

When you start the software for the first time, you will need to configure workstation settings. The DP1 Startup window steps you through your workstation and server settings. You will either set up your system as a stand alone or server. Stand Alone systems should be configured with possible future expansion in mind. You also need to select a database manager. MSDE and SQLServer are the database managers that work with DP1. When you install the application the first time you must create the database and shared directory. This happens from the Startup window. Only after you logout and login again, can you change and/or verify your configuration settings. At the DP1 Login window enter your UserID and Password. If you are the System Administrator your user ID is Admin and your Password is blank. Click **Startup Settings** and make your necessary changes.

## Database Management

You should create a backup schedule based on the size of your database, your business model, and your available backup resources. For example, if you have a small database and your business model allows for up to four hours of data loss, your backup schedule will be different than if you had a large database (20 GB) and your business model allows for only one hour of data loss. Managing your lab requires some knowledge of database backups and restore. There are different types of backups and different types of backup strategies to choose from, with some careful planning the process can be simple.

Begin by determining an "acceptable" amount of data loss. This is the most important factor in determining how often you will back up your database. Consider these types of questions, What is the window of opportunity for backup? How often and when can you backup the database without affecting the productivity of users? Although you can perform a backup while other users are in the database, the backup takes some of the server's resources and slows down the connection to other computers.

## Choosing a Backup Type

**Full Backup:** This method copies the entire database to another drive or disk for safe keeping. This type of backup takes the longest to backup and restore. It also uses the most disk space.

### *Advantages*

- files are backed up in one backup process
- in the event you need to restore files, they are easily recovered from the single backup

### *Disadvantages*

- more time consuming than other backup options
- require more disk tape or network drive space

**Incremental Backup:** This method backs up all the files that have changed since the last backup, regardless of whether it was a full or incremental backup. In other words, if a full backup was done on Monday, Tuesday's incremental will backup all changed files since Monday's backup. However, Wednesday's incremental will only backup files that have changed since Tuesday's incremental backup.

### *Advantage*

- less files are backed up daily between full backups allowing for shorter backup windows.
- require less disk, tape, or network drive space

### *Disadvantage*

- When performing a complete restore, the latest full and all subsequent incremental backups must be restored, this can take significantly longer

## **Back Up Your Files**

There are files that are not considered part of the database, therefore they are not backed up as part of the backing up process in the software. Typically, these are your own files that you have created or have saved to folders. These files are images, order images, order jobs (jobs for orderitems), layouts, artwork, and ICC profiles.

## **Database Backup Settings**

The Database Backup Settings lets you set your back up preferences and allows you to automatically set a time/day for a backup process to run. Decide when to backup your data first, select the Enable Auto Backup option to specify whether its daily, weekly, or monthly. Otherwise you will backup manually.

## **Database Backup History**

The Database Backup History keeps track of your backup history. The history table shows your type of back up, size of the database, and any restore information, this data is collected automatically after you backup. You can also perform your backups at this window

## **Auto Updates Settings**

The Auto Updates section lets you set your auto update preferences for when to automatically run the auto update process. The program will check for updated at startup if within the configured interval. Decide when to run the auto updates by selecting daily, weekly, every number of days or never. You can also run auto updates manually by clicking the Check Now button. This will give you a list of available updates and upgrades. Click the Download button at the end of each entry to download that update or upgrade.