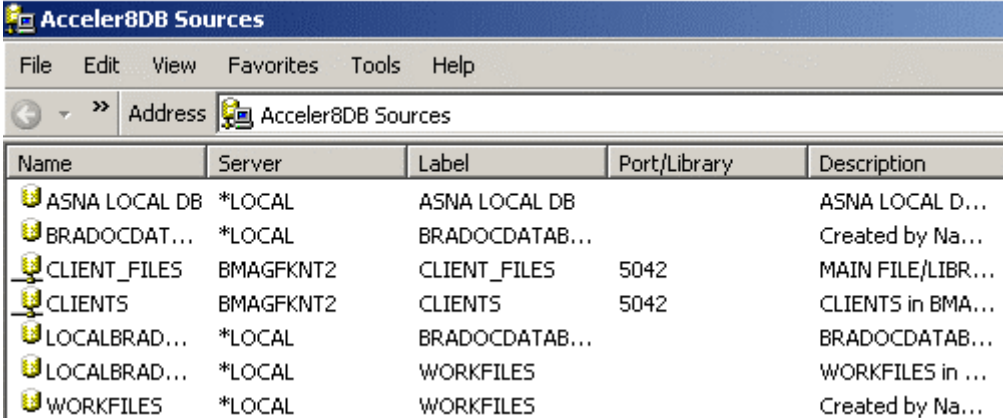


Preparing Bradoc Database for FULL file restoration

The **first thing** that must be done before updating the Bradoc Data Management Software during a full file restoration is to rename existing database libraries. **You must make sure that nobody is in the Bradoc Data Management software. The total processing time for this could take anywhere from 10 to 20 minutes depending on how much information is in the libraries and your machines processing speed.**

Depending on how you enter ACCELER8DB, you will either see a screen similar to this:

Exhibit A

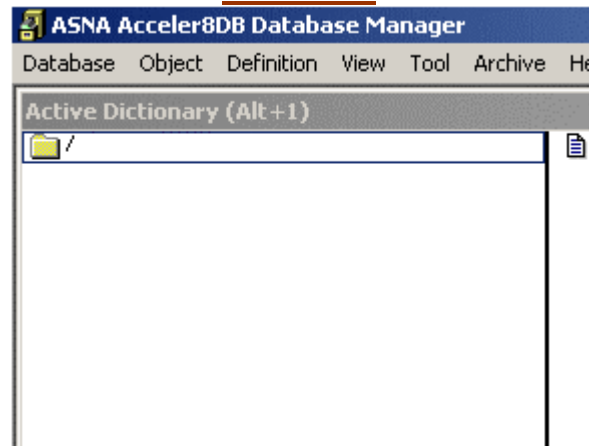


The screenshot shows a window titled "Acceler8DB Sources" with a menu bar (File, Edit, View, Favorites, Tools, Help) and an address bar. Below is a table with the following data:

Name	Server	Label	Port/Library	Description
ASNA LOCAL DB	*LOCAL	ASNA LOCAL DB		ASNA LOCAL D...
BRADOCDAT...	*LOCAL	BRADOCDATAB...		Created by Na...
CLIENT_FILES	BMAGFKNT2	CLIENT_FILES	5042	MAIN FILE/LIBR...
CLIENTS	BMAGFKNT2	CLIENTS	5042	CLIENTS in BMA...
LOCALBRAD...	*LOCAL	BRADOCDATAB...		BRADOCDATAB...
LOCALBRAD...	*LOCAL	WORKFILES		WORKFILES in ...
WORKFILES	*LOCAL	WORKFILES		Created by Na...

– OR –

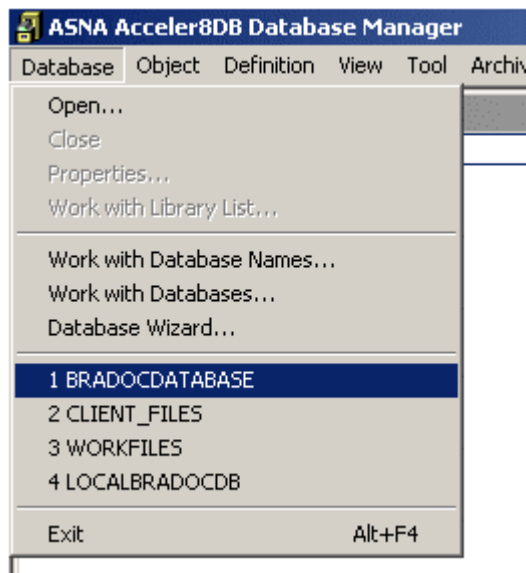
Exhibit B



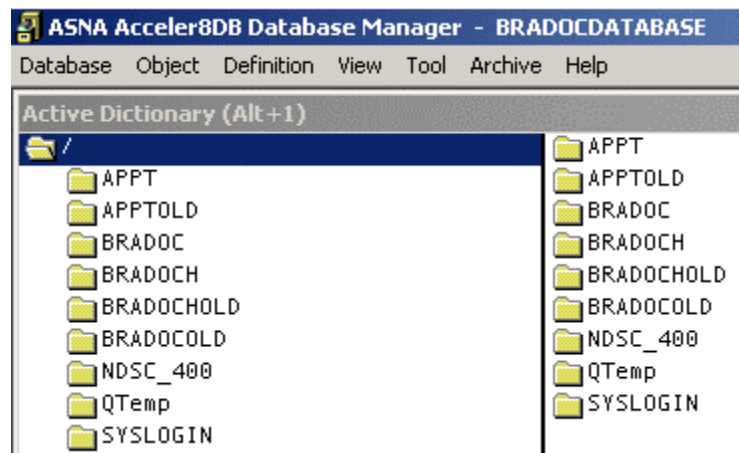
To get to the database libraries:

Exhibit A: Double click the BRADOCDATABASE

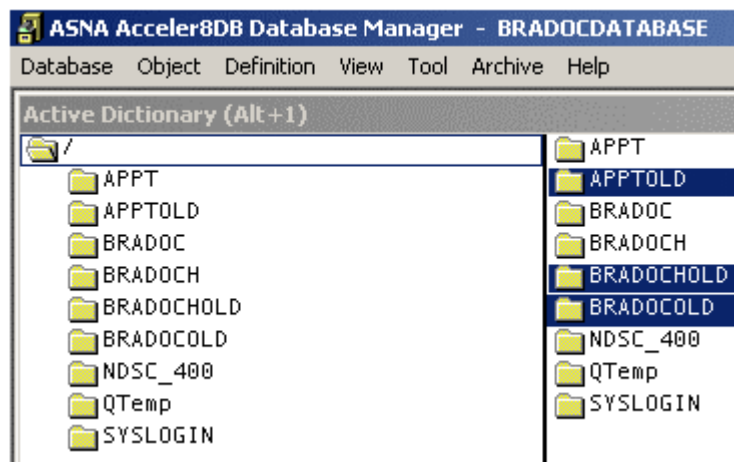
Exhibit B: Click DATABASE from menu bar and select BRADOCDATABASE



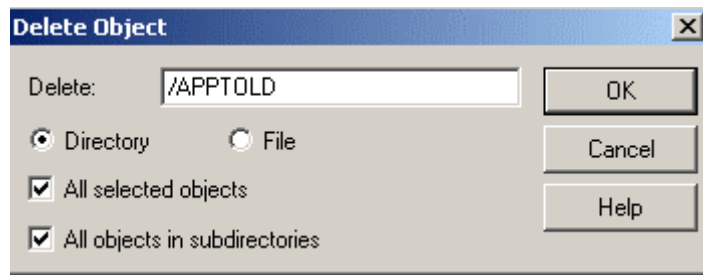
Now you should be to a screen that should resemble this screen.



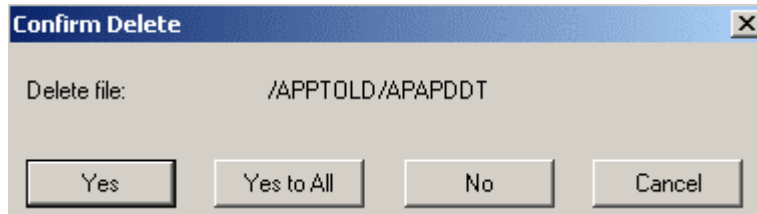
The first step is to delete the existing libraries ending with “OLD”. To do this, press and hold the CTRL key and single click the following libraries (if you have them) **APPTOLD**, **BRADOCHOLD** and **BRADOCOLD**



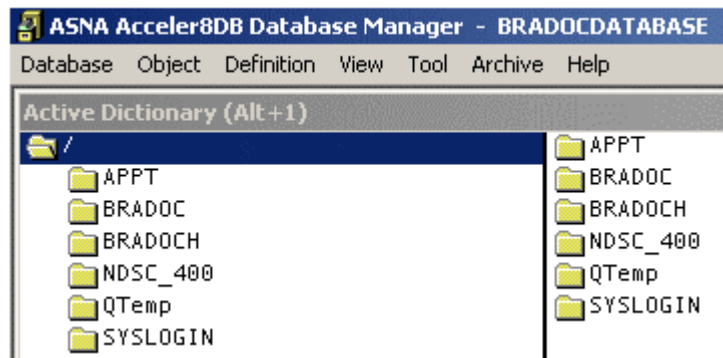
After you have the libraries highlighted, right click on one of the highlighted libraries and select DELETE. The following screen will appear. Be sure to put a check mark in the “All selected objects” and “All objects in subdirectories” and press OK.



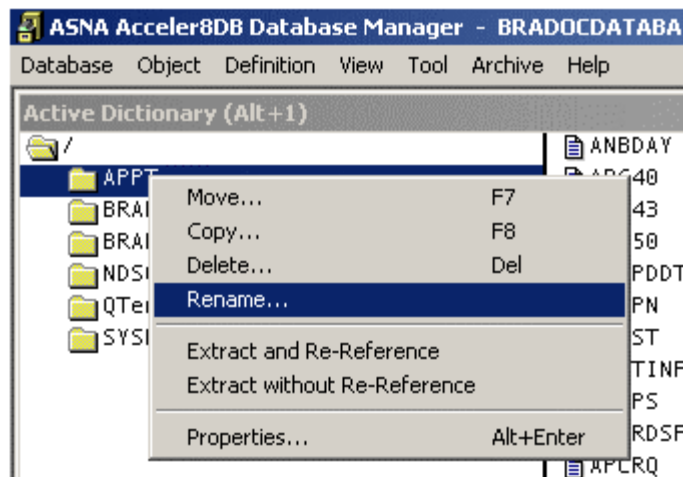
Another form will appear, click “Yes to All”. Depending on the amount of information in the libraries and your machine processor speed this process could take anywhere from five to fifteen minutes.

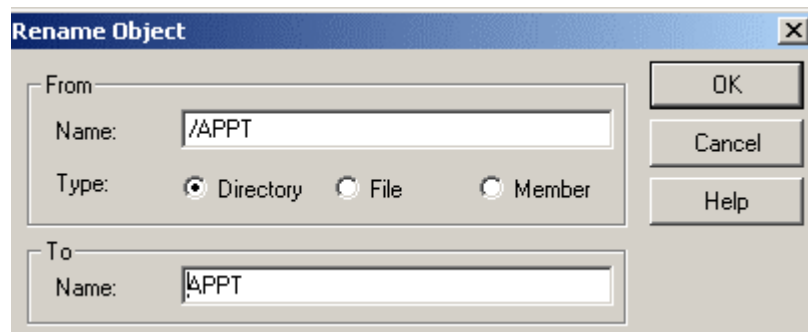


After the libraries are removed, you now need to rename the existing live libraries.

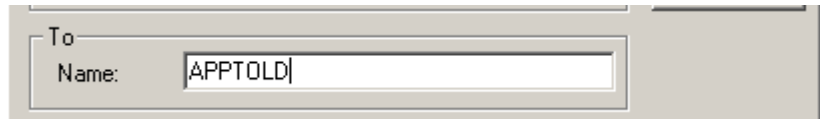


You will be renaming the following libraries (if you have them) the APPT, BRADOCH and BRADOC libraries. To begin renaming, select the APPT library, right click on it and the following menu option will appear, click “Rename”.

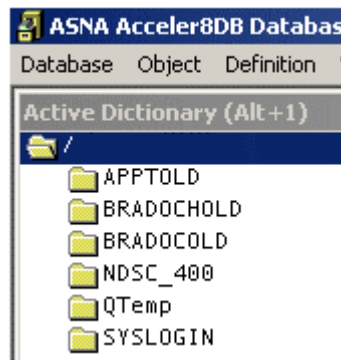




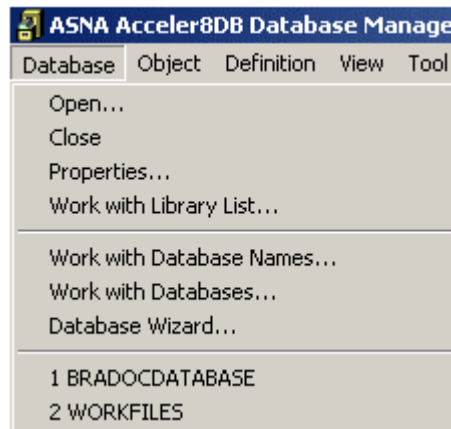
All you need to do is add “OLD” to the existing filename in the “TO” frame.



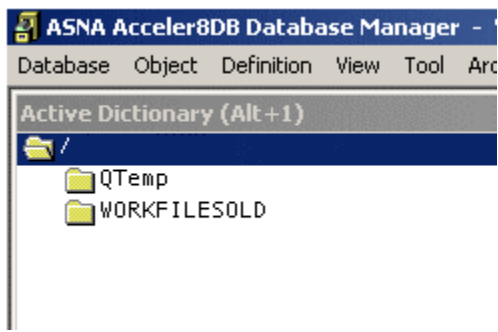
This same process needs to be done to the BRADOCH and BRADOC libraries. When you are done, you should have a screen the resembles this:



Don't forget to delete the existing WORKFILESOLD and rename the current live library. To get to the WORKFILES database, click Database from the top menu bar and select WORKFILES.



If an existing WORKFILESOLD library exists, right click and select DELETE. This is the same process as from above. After the library is removed, rename the existing WORKFILES to WORKFILESOLD.



After you have removed all the “OLD” libraries and renamed the existing live libraries to end with “OLD”, you are now ready to update your Bradoc Data Management Software.

Updating BRADOC DATA MANAGEMENT SOFTWARE

If you have not already prepared your libraries for updating, stop and proceed to Preparing Bradoc Database for FULL file restoration instructions.

To begin this process, Bradoc should have either sent you a CD, or have given you a web link to retrieve the software update.

CD Instructions: Insert the CD into the Bradoc Data Management software host machine (i.e. server) From the host machine, open the CD directory.

Web Link Instructions: Download the SETUP.EXE file to the Bradoc Data Management software host machine (i.e. server). Preferably, this should be downloaded to the Servers C:\BREXE folder. If your system already had a pre-established directory use that one. From the host machine, browse to the directory storing the downloaded SETUP.EXE file.

You must make sure that nobody is in the Bradoc Data Management software. The total processing time for this could take anywhere from 15 to 30 minutes depending on how much information is in the libraries and your machines processing speed.

Double click the SETUP.EXE file and the installation process will begin. Except all default, you will not need to change anything during the installation process.

When the process is done, click the **FINISH** button a new program will begin the DGA RESTORATION FORM. This will restore new files into the databases and copy the records from the libraries ending with “OLD” to the new libraries. When this process begins, the following screen will appear:

The screenshot shows a window titled "Archive Restore" with the "DGA RESTORATION FORM" displayed. The form is organized into four sections, each representing a different library. Each section includes a checked checkbox for the library name, a checkbox for "Library DGA Location", and a checkbox for "Physical DGA Location". The "Physical DGA Location" checkbox is checked for all libraries. The "Library DGA Location" checkbox is checked for "BRADOC" and "WORKFILES", but unchecked for "BRADOCH" and "APPT".

Library Name	Library DGA Location	Physical DGA Location
BRADOC	✓ C:\DGA\BRFILES.dga	✓ C:\DGA\BRPHYSICALS.dga
BRADOCH	□	✓ C:\DGA\BRHPPHYSICALS.dga
APPT	□	✓ C:\DGA\APPHYSICALS.dga
WORKFILES	✓ C:\DGA\Wfiles.dga	□

At the bottom of the form, there are two buttons: "Restore" (which is highlighted with a dashed border) and "Exit".

The program will automatically begin running. Depending on your software setup, you may not need all the libraries restored. For visual reference, the screen will highlight in red the current process running.

The screenshot shows the 'Archive Restore' window with the 'DGA RESTORATION FORM'. It contains four library entries, each with a checked checkbox on the left and a red highlight around the library name field. The entries are:

- Bradoc Library Name** (checked): BRADOC
Library DGA Location (checked): C:\DGA\BRFILES.dga
Physical DGA Location (checked): C:\DGA\BRPHYSICALS.dga
- Bradoc History Library Name** (checked): BRADOCH
Library DGA Location (unchecked):
Physical DGA Location (checked): C:\DGA\BRHPPHYSICALS.dga
- Appointment Library Name** (checked): APPT
Library DGA Location (unchecked):
Physical DGA Location (checked): C:\DGA\APPHYSICALS.dga
- Workfiles Library Name** (checked): WORKFILES
Library DGA Location (checked): C:\DGA\Wfiles.dga
Physical DGA Location (unchecked):

As the program continues through its process, it will clear the boxes letting you know the process stage is complete.

The screenshot shows the 'Archive Restore' window with the 'DGA RESTORATION FORM'. The 'Bradoc Library Name' checkbox is now unchecked, and the text 'Bradoc Library Name' is no longer highlighted in red. The other three libraries remain checked and highlighted in red:

- Bradoc Library Name** (unchecked):
Library DGA Location (unchecked):
Physical DGA Location (unchecked):
- Bradoc History Library Name** (checked): BRADOCH
Library DGA Location (unchecked):
Physical DGA Location (checked): C:\DGA\BRHPPHYSICALS.dga
- Appointment Library Name** (checked): APPT
Library DGA Location (unchecked):
Physical DGA Location (checked): C:\DGA\APPHYSICALS.dga
- Workfiles Library Name** (checked): WORKFILES
Library DGA Location (checked): C:\DGA\Wfiles.dga
Physical DGA Location (unchecked):

When the process is completed the program will end. The Install Shield Wizard will still be visible; all you need to do is click finish. Bradoc Data Management Software is now updated.