



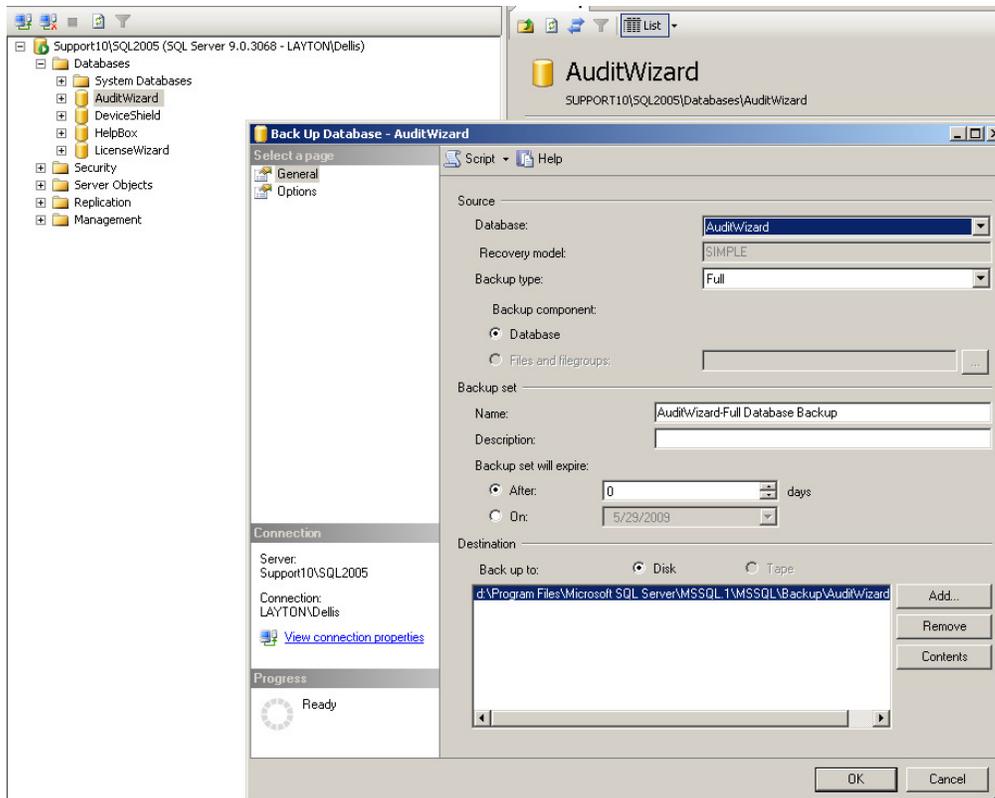
AuditWizard v8 SQL Maintenance

This document describes a few operations we recommend to improve or maintain the performance of AuditWizard™ v8 and the back end SQL server. These steps should allow for optimal upload, application and reporting performance.

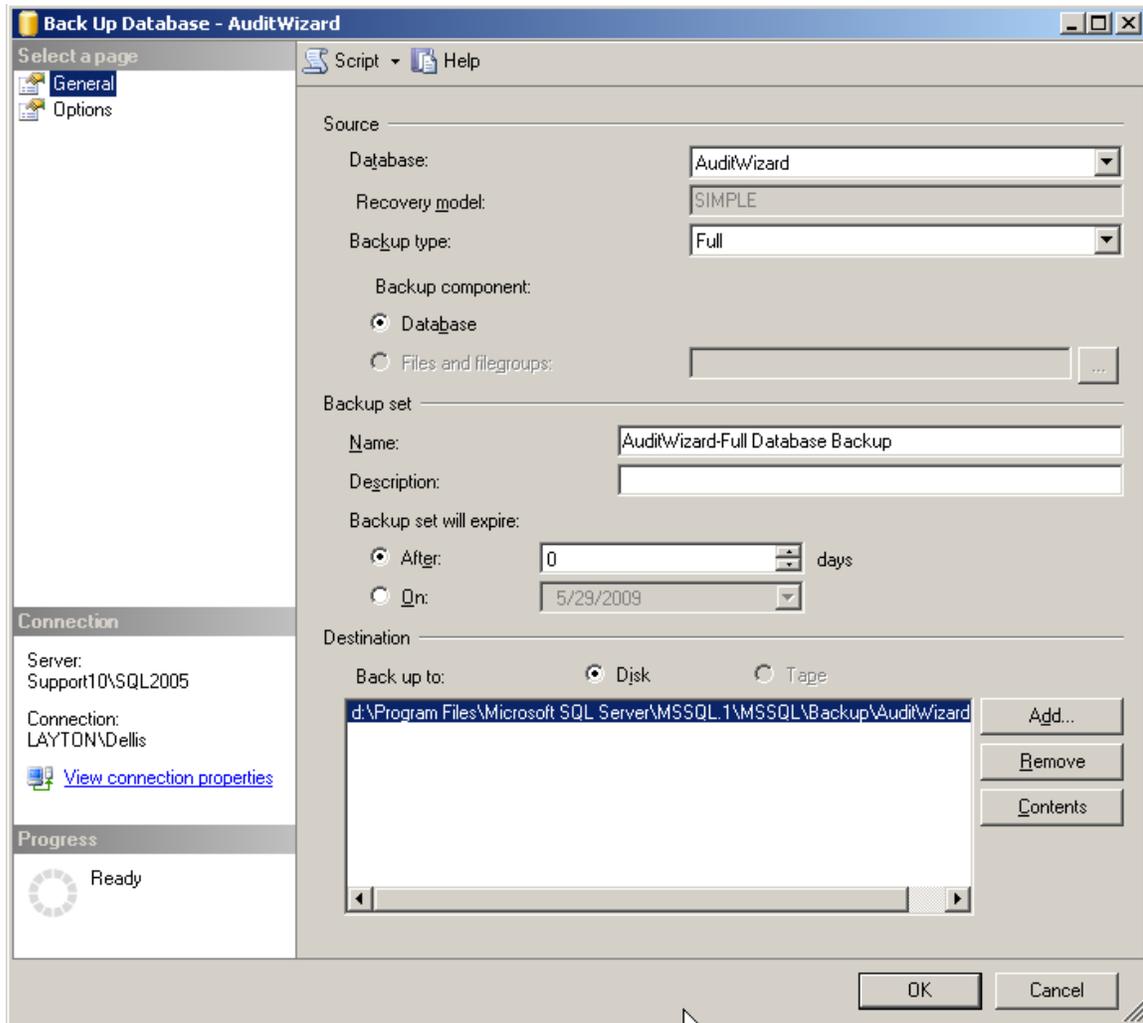
1. Back-Up the Database

We highly recommend a back up of the database before continuing to be able to recover from any damage that can possibly occur in the event of an error. A back-up can only be done if you have migrated away from the default SQL Compact Edition.

Open Management Studio from **Start | Programs | Microsoft SQL Server 2005 | SQL Management Studio**. Expand the "Server Name" | **Databases** | Right click on the 'AuditWizard' Database then select **Tasks | Backup....**



From the Source section, choose the 'FULL' from the drop down box, and from the "Options" page, choose 'Overwrite All Existing Back-up Sets'. Back on the "General" page, choose a destination path and file name for the back up file, say 'AuditWizard.bak'. If you intend to keep archives of the database, you may want to give the backup set a naming scheme with numbers or dates to show when it was backed up. This should also be performed for the 'Transaction Log' as shown in the below screen shot.



2. Purge Database and Audit Files-

Open Audit Wizard, and then go to **Administration | General | Database Maintenance** Menu. You will see the screen below, which gives you the options to purge Audit History, Internet History and Un-Audited Assets.

Database Maintenance

Change Database

You are currently connected to : SQL Server 9.00.3068.00 - SP2 (Express Edition)

Data source : SUPPORT10\SQL2005, Database : AuditWizard

[Change Database](#)

Database Purging

Enable Automatic Database Purging [Purge Now](#)

Purge Asset History After

Purge Internet Records After

Purge Un-Audited Assets After

Import & Export

Use the functions below to import data from a CSV format file. Note that if importing multiple files you should ensure that the files are uploaded in the correct sequence where dependencies exist. For example, 'Assets and Locations' should be imported before 'User Defined Data Fields' if any entries in the latter relate to entries in the former.

Click here to IMPORT Assets and Locations: [Import](#)

Click here to IMPORT Picklists and Items [Import](#)

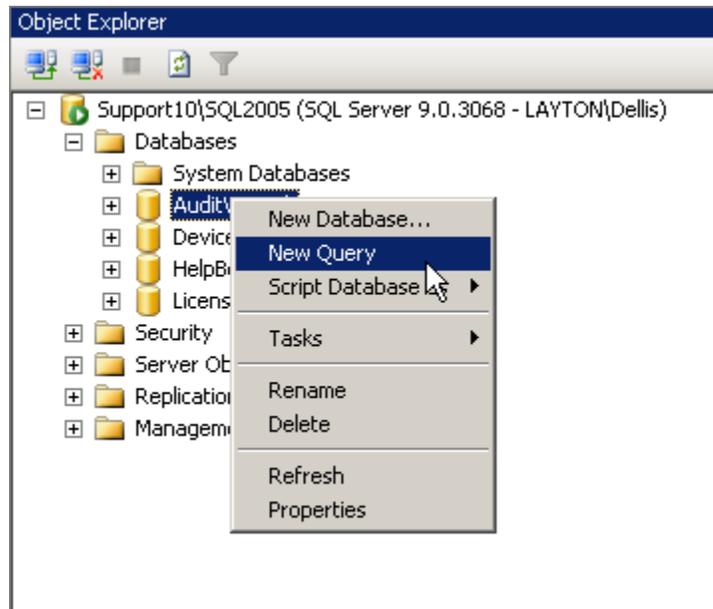
Click here to IMPORT User Defined Data Fields [Import](#)

Click here to IMPORT Asset History Data [Import](#)

The Audit history accounts for every audit that has been done from the time that auditing began in your environment or since the last purge. Audit History tracks all changes that have been made since the last audit. For users that are auditing every 15-30 days, you may want to perform this purge at least quarterly (both histories). For users that audit on 0-14 days, we recommend you purge both histories monthly, as this will reduce the overhead on the database. The backup performed in the previous step can always be archived to keep a record of all information at that time.

3. Truncate the logs in a SQL Query-

Open Query Analyzer from within SQL Management Studio.



Once the tab opens to the right, you will be able to enter the Query String.

In the blank part of the Query window, type in the following commands one at a time, then execute individually by pressing F5 or pressing the Red Execute button on the tool bar:

This command doesn't actually do a backup - just clears out the log but stays at it's original size:

`backup log Auditwizard with no_log`

This command reduces the physical file size down to match its contents. The "10" parameter is to tell it what rule to use for expanding it again (i.e. increase by 10% whenever it's full) This will shrink the overall database size:

`DBCC SHRINKDATABASE (AuditWizard, 10)`

If for some reason these commands do not have any major effect on the log files:

D:\Program Files\Microsoft SQL Server\MSSQL.1\MSSQL\Data\AuditWizard.mdf and
AuditWizard_log.LDF

Then try running these commands below to shrink the files directly.

To shrink file immediately:

`dbcc shrinkfile ('Auditwizard_log',X)` **Where X is size of file in megabytes**

`dbcc shrinkfile ('AuditWizard',X)` **Where X is size of file in megabytes**

4. Refresh SQL Server-

We have seen some cases where the SQL server process may occupy a good deal of physical memory after an upgrade or upload of data, or even perhaps from other databases that may reside on the same server. We recommend starting and stopping the SQL server processes, or even a reboot of the server is also a good idea to make sure the resources are refreshed. This should ensure that there is enough memory available to the SQL server process to run the uploads or reports, as we have seen in some cases where there is an audit getting uploaded and there is not more physical memory available to perform the action, which leads to much slower performance.