

Second Opinion Professional Administrator

How to Perform a Database Clean-Up and Why it's Important

Summary

There are a couple of reasons one would want to perform a database clean-up: periodic maintenance or if you receive a CodeBase database error while running the program. The database clean-up utility is included in the *Professional Administrator* program, which can only be accessed by administrators and is in the Second Opinion program group in the Start Menu.

Perform Database Maintenance

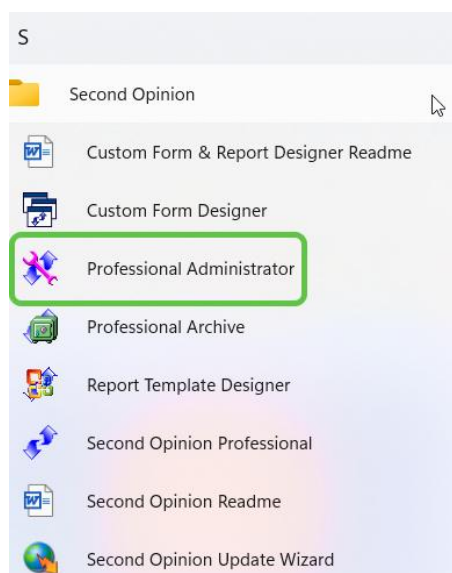
You should periodically clean up the Second Opinion database tables to ensure any deleted records are purged from the system. This will reduce the size of the database and improve performance.

CodeBase Database Errors

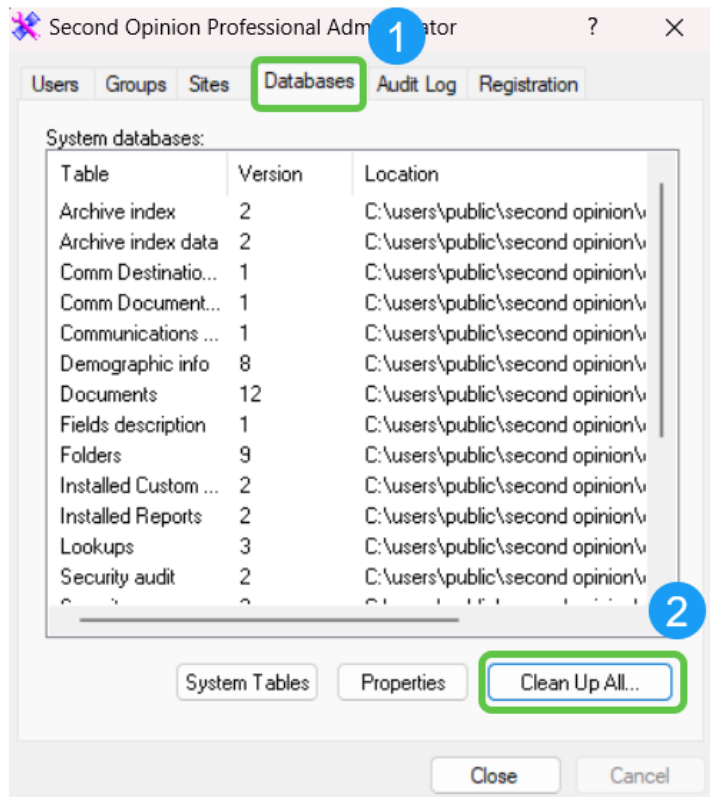
Database errors or corruption, though rare, do occur. The typical causes of database issues are an unreliable network connection to the database location on a server or SAN disk, or if the program is abruptly terminated for any reason and not properly exited. In these situations, the database clean-up checks the integrity of the database file and rebuilds the database indexes.

How to perform a database Clean-Up

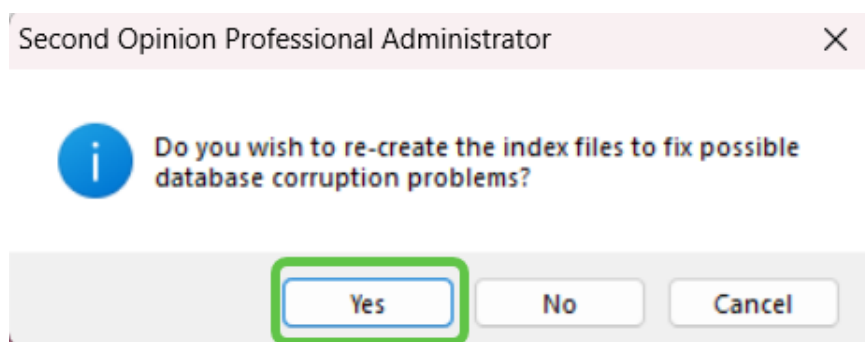
The first step is to run the Second Opinion Professional Administrator. Before you do this, make sure no other user is using Second Opinion anywhere on the system.



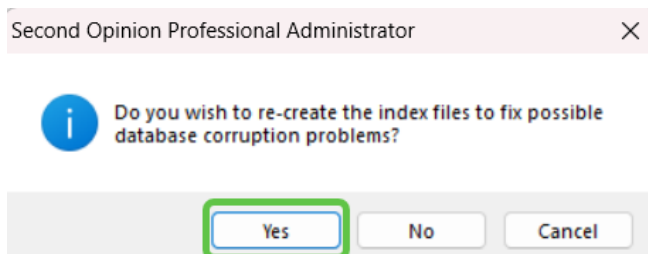
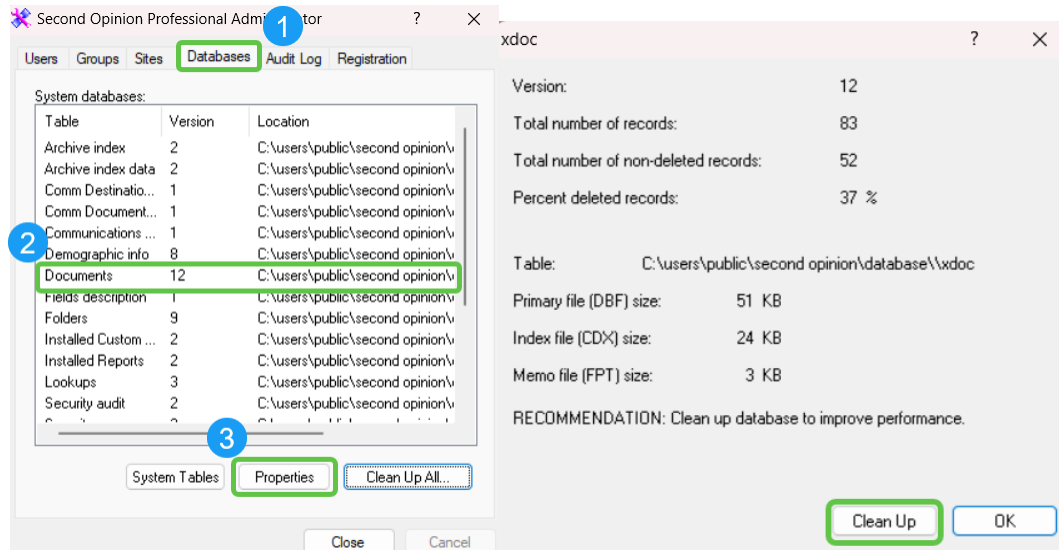
To perform database maintenance, **select the Databases** tab from the main window and **Click Clean Up All**.



Click Yes to re-create the index files.



To perform database maintenance on an individual database, **select the database in the list, Click Properties, then Click Clean Up.**



Second Opinion will open each table and clean it up. If it finds any problems, it will inform you and attempt to fix them. If any problems are found, we recommend that you repeat the procedure to ensure no further problems are identified.

Note: If after performing a database clean up you are still having database issues or if a database file will not open thus not able to be cleaned, call Second Opinion Technical Support for further assistance.

For More Information or Technical Support, Give Us a Call

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