

<b>TECH-03</b>	<b>ISOXpress NET Backing Up System</b>	<b>Rev.: A</b>
<b>Effective Date: 12/20/2008</b>	<b>Issued by: Tech Support</b>	<b>Page 1 of 1</b>
Apprv. by: Jack Kanholm - 12/20/2008		

## Application

This instruction applies to the **ISOXpress Net (FileShare-Db)** application (server computer).

## References

To better understand how the IsoXpressData folder is configured, read instruction titled **How ISOXpress Net (FileShare-Db) Implementation Works**.

## Introduction

ISOXpress system database and document files are stored the **IsoXpressData** folder, which is installed as a shared folder (share) on the server. To back up the whole system you just need to copy this folder to another drive (external hard drive) or removable media (CD, DVD, Flash, etc.)

### 1. Copying the 'IsoXpressData' folder to another drive or media

To copy the IsoXpressData folder to another location:

- Open the location on the server where the **IsoXpressData** folder is stored, right-click the folder, and select **Copy** from the context menu. Then go to the backup drive and **Paste** (press **Crtl+V** keys) the folder in the new location. You can also copy the folder by dragging it over to another location or network drive while pressing the **Ctrl** key (you should see a '+' sign next to the dragged folder icon).

### 2. Restoring the 'IsoXpressData' folder form backup

To replace the IsoXpressData folder with a backup:

- Open the location where the old **IsoXpressData** folder is stored and change the name of the folder to **IsoXpressData\_old**. When changing the name of a shared folder you will be prompted with a confirmation dialog warning you that after you change the name the folder will not be shared -- click **Yes** to continue.
- Copy the backup folder you are restoring to the same location (place it next to the newly renamed 'IsoXpressData\_old' folder). If you gave your backup folder a different name (for example, 'IsoXpressData\_backup') change the name back to the original **IsoXpressData**.
- Start the **ISOXpress Server Utility** application (from the Start > Programs menu, or a desktop icon). If the Server Utility application is not installed on the server, downloaded it from the [www.isoexp.com](http://www.isoexp.com) site (go to Support & Downloads > Support Center menu item).
- In the ISOXpress Server Utility, click the **Browse** button, find the **IsoXpressData** backup folder you are restoring, and click the **Create File Share** button. When completed, exit the application.

Go to a client computer and test whether the connection to the restored shared folder works properly, and whether documents and the information in the databases display as expected. After you assure yourself that the restored backup works properly, you can go back to the server and delete the old data folder **IsoXpressData\_old** (we recommend to wait for a couple of days before completely deleting the old folder).