

Topic: DATA BACKUP AND MAINTENANCE

The primary data for your Uniwell Lynx system is held in a main database. This file (with the extension .LNX) is what you open every time you start your Lynx Software program. The name of the data file that you currently have open can be seen on the left hand side of the main Lynx Software screen, under the Explorer Bar.

FAQ: How often should I back up my data file?

- *It is recommended that you perform a data backup daily, preferably after you Collect Sales at the 'end of trade'*
- *If you are making large scale changes to your data (global price changes, large number of new items, etc), we suggest that you perform a data backup **before and after** your work*
- *Prior to performing any database maintenance functions, you should always back up your database*
- *If you are performing a software update, it is also recommended that you back up your data beforehand*

FAQ: Where can I back up my data to?

- *You can back up your data to any number of places – an external Hard Disk Drive, a networked drive on a different computer, USB stick, an online backup location (such as DropBox)*
- *If you only back up to the same local drive that your main database is generally stored on, you risk losing everything if you have an unrecoverable hard disk failure on that drive*
- *You can set up a default folder for backup in the Preferences screen of Uniwell Lynx*

FAQ: Can Uniwell Lynx back up its database automatically?

- *Yes, you can add an 'Automatic Data Backup' to any Scheduled Job in Uniwell Lynx*
- *Uniwell Lynx can also be set to prompt you to back up each time you exit the software (Preferences screen)*

FAQ: Does the Uniwell Lynx database have a limited size?

- *Yes, the standard version of Uniwell Lynx uses a Microsoft Access database, and the absolute limit of these is 2Gb. However, we recommended that your data not exceed 1Gb*
- *The current size of your database can be seen on the left hand side of your Uniwell Lynx screen, under the Explorer Bar*
- *Note: The Enterprise version of Uniwell Lynx uses a PostGreSQL database, and does not have this 2Gb limitation*

FAQ: What does Optimise Data do, and how often should I do it?

- *This is a function of the database engine that compacts and repairs the database*
- *You can perform this function on a semi-regular (eg. monthly) basis*
- *Bear in mind that larger databases may take some time to optimise. A power failure, or turning the computer off, during the optimisation process would most likely cause corruption in your database, making it necessary to restore the backup you have taken prior*

FAQ: What does the Archive Data function do?

- *A copy of your existing database is created that includes all transactional data (sales, stock transactions etc) dated before the Archive date*
- *All transactional data from before the Archive date will be removed from the current database*
- *Archived databases can be re-opened for reporting purposes at any time*

FAQ: What does the Purge Data function do?

- *Purge Data completely removes certain types of data within your Lynx Software database*
- *Options include:*
 - *ALL Transactional Data and Totals*
 - *ALL Stock /Supplier Transactions /Balances / Levels*
 - *Electronic Journal up to... (specified date)*
 - *Barcodes that have not been used since... (specified date)*
- *This cannot be undone, so it is strongly recommended that you back up your data file before performing this task*