Database Performance

SOP#   **DSB-1005**

Title: Database performance policy

Description: This standard procedure outlines the process that should be followed to ensure optimum database performance.

SOP Details: The parish administrators must run the database maintenance utility and the Compact and Repair utility to optimize the system at least once per month. Also the parish administrator must select settings on any anti-virus software to NOT scan any of the ".mdb" files.

Data Maintenance of ParishSOFT Database

When doing these steps it is important to first make sure that the Sync process has been stopped:

Run the database maintenance by completing the following steps:
1. Open the ParishSOFT system information screen
2. Click on the System and Database Utilities in the upper left corner
3. Select Database maintenance check
4. Click Yes

Run Compact and Repair by completing the following steps:
1. Ensure that everyone is off the system
2. Log in to Family Directory as System Administrator
3. Close Synchronization Manager
4. Open the ParishSOFT system information screen by going to About on the main menu
5. Click on the System and Database Utilities in the upper left corner
6. Select Compact and Repair
7. Click Yes

After performing these steps be sure to restart the sync process

Anti-Virus settings

Some times your anti-virus program can affect the speed at which you can access database files. By disabling the virus scan for ".mdb" and ".ldb" files you can increase this speed.

Generally you can disable virus scan on these types of files by following these basic steps the exact steps will depend on which Virus Scan program you have:
1. Enter the settings portion of the virus scan software and de-select the above extension files from being scanned
2. Save changes
3. Close virus scan software

Questions about SOP

>   If there are questions or errors that come up please call ParishSOFT at 1-866-930-4774 and dial 2 for support or e-mail or call Eric Kuske at the Pastoral Center ekuske@sbdiocese.org or (909) 475-5403 to resolve before continuing.